

Request for Qualifications

Owner's Representation / Project Management Oversight

Gonzales Healthcare Systems

1110 N Sarah Dewitt Drive
Gonzales TX 78629



Important Dates

RFQ release: 11/01/2018
Submittal deadline: 12/14/2018

Attention

Gonzales Healthcare Systems
John Hughson, CEO
1110 North Sarah Dewitt Drive
Gonzales TX 78629
(830) 672-7581



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Introduction

About Us

Gonzales Healthcare Systems is made up of a number of entities, but at the core is the Memorial Hospital, a general acute-care facility. The current facility, built in 1978, follows a tradition of community service begun by the Holmes Hospital, which opened in 1921.

Whether entering the system through our Emergency Room or as a direct admit from a primary care physician's office, the patient coming to Memorial Hospital can access state-of-the-art diagnostic and therapeutic services.

Our Mission

To provide high quality comprehensive healthcare in our community to all we serve.

Our Vision

To become THE choice for healthcare services by building loyalty because health and wellness are our priorities.

Our Values

Honesty
Empathy
Attitude
Loyalty
Team Work
Hard Work
Customers First
Accountability
Respect
Excellence



Existing Services

In addition to the inpatient care and the supporting services, Gonzales Healthcare Systems provides a broad range of services that supports the community.

Emergency Department

The Emergency Department is designated as a Basic Level IV Trauma Facility and is staffed with licensed physicians and nursing staff specially trained for emergency care. It is equipped with seven beds including, two trauma rooms, two observation beds, two treatment rooms and one triage room. Lastly, our Emergency Department is currently designed to accept patients for both emergencies and minor care and treated more than 8,800 patients last year.

Sievers Medical Clinic

At Sievers Medical Clinic, our skilled team of physicians offers comprehensive medical care for infants to seniors. Conveniently located next to Memorial Hospital, our courteous and knowledgeable staff works hard from first contact to make every visit to our offices positive.

Medical clinical services include: General Practice; General Surgery; Men's Health; OB/GYN; Pediatrics

Imaging Services

The Imaging Services Department is committed to providing both inpatient and outpatient clinical imaging services. The department is staffed by Radiologists from Radmedx and our technologists who are licensed by the Texas Department of Health. Several have obtained advanced registration from the American Registry of Radiologic Technologists.

Services include: Diagnostic Imaging; Ultrasound; 3D Mammography; DEXA scan; Computerized Axial Tomography (CT); Magnetic Resonance Imaging (MRI); Nuclear Medicine

Infusion Therapy

At the Infusion Center at Gonzales Healthcare Systems, patients can rely on the comfort of having clinically trained, licensed healthcare professionals experienced in IV infusion therapy attending to their needs. While constantly monitoring nurse to patient ratios, we ensure our patients receive the individual attention they deserve.



Infusion therapy involves the administration of medication through a catheter. It is prescribed when a patient's condition is so severe that it cannot be treated effectively by oral medications.

Services include: Biologics; Remicade; IVIG; Tysabri; Xolair; IV antibiotics/antifungals; Blood; IV fluids; Specialty injectables; Allergy injections; Port/PICC line care

Thrive HEALTHPLEX

The Thrive HEALTHPLEX is a 50,000+ sq. ft. facility in Gonzales, Texas dedicated to fitness, therapy, and YOUR total-body wellness. Our mission is to entice the imagination to explore new health opportunities and passions that call each of us to become all we can be.

Note: This is new construction, not connected to the current hospital. At the time of proposal release, this facility is less than three years old.

Laboratory

Gonzales Healthcare Systems laboratory offers small-hospital familiarity, with the instrumentation of a large medical center. Our lab is fully computerized and complete with the latest in technology and equipment. The staff is made up of fourteen registered medical technologists, two phlebotomists and two microbiologists.

Our standards of practice have been established by the appropriate national organizations. The Laboratory staff follows the guidelines issued by CLIA and the Texas Department of State Health Services.

Therapy Services

Physical Therapy - Our physical therapy program incorporates a wide variety of treatment approaches to accomplish our patients' goals.

Occupational Therapy - Our services help patients improve health, prevent, or live better with injury, illness, or disability. OT also enables clients to improve their basic motor functions and reasoning abilities. Pediatric OT is available to evaluate, treat, and manage a variety of neuromuscular, skeletal, or cognitive limitations in infants, children, and adolescents.

Speech Therapy - Our speech therapy program provides adults and children the comprehensive care needed to improve speech, language, cognition, and swallowing in order to provide patients greater independence. Our speech therapy department provides outpatient, inpatient, and home health treatments that are tailored to meet each patient's individual needs and goals.



Obstetrics

Gonzales Healthcare Systems Labor and Delivery Suites offer the latest technology and comprehensive services combined with skilled, caring professionals that together provide the best possible care for you and your new baby. The design of the suites enables you to experience labor and delivery in the same room with the highest level of comfort possible. Each suite includes state-of-the-art equipment, and home-like furnishings. Rooming in and mother-baby care allow you to spend time with your baby before you leave the hospital.

We encourage visitation from immediate family, including siblings who are naturally curious about their new brother or sister. The birth of a baby is a special and exciting experience, and we understand the importance of family and loved ones. Each labor and delivery suite are equipped with enough space to have family and loved ones near, if you choose, during labor and delivery.

Occupational Health

Gonzales Healthcare Systems provides services that assist employers in meeting regulations by establishing certain pre-employment and on-going protocols, including drug screening, breath & alcohol testing, OSHA approved hearing screens, pulmonary function testing, and pre-employment physicals. Dr. Christopher Walker serves as Medical Review Officer for occupational health services.

The Occupational and Community Health department is located in the hospital. Under the direction of the Director of Diagnostic Services, the program is designed to address the changing needs of area employers and provides their employees with quality health care services.

Respiratory Therapy

The Gonzales Healthcare Systems Respiratory Therapy Department provides physician ordered therapeutic treatment to patients of all ages with pulmonary complications in the in-patient and out-patient setting.

Services include: Patient evaluation; patient education; oxygen therapy; aerosol therapy; volume expansion therapy; sputum induction; bronchopulmonary hygiene procedures; tracheobronchial hygiene and care; electrocardiograms; arterial blood gas collection; pulse oximetry; pulmonary function studies; cardio-pulmonary resuscitation; invasive and non-invasive management of the comprised respiratory patient; pulmonary function studies; EKG's; arterial blood testing



Surgery

Surgical Services - Our Surgery Department provides the technology and support your surgeon requires and the calm, attentive environment you need to have a stress-free surgical experience. Our expanded surgical suite of operating rooms includes the most advanced and efficient equipment for your procedure. There is no need to travel far for high quality surgical care from a team of experienced surgeons. At Gonzales Healthcare Systems, you will find highly trained surgeons in a broad range of specialties, from thyroid surgery, hernia repair, breast surgery, gall bladder removal to 24/7 emergency surgical services.

Day Surgery - The Day Surgery unit at Gonzales Healthcare Systems performs a variety of surgical procedures that include colonoscopy, endoscopy of stomach, tubal ligation, dilation and curettage, laparoscopy, local excision, cataract, arthroscopy of joint, bunionectomy, carpal tunnel release, hammertoe correction, trigger finger release, needle directed breast biopsy, central line placement, foreign body removal, hemorrhoidectomy, hernia repair, gallbladder removal, skin cancer excision, vasectomy, epidural steroid injection, colonoscopy, reduction of fracture, incision and drainage of abscess and other procedures.



Submission of Qualifications

Background

The successful group/professionals will be those that submit a proposal in response to this Request for Qualifications (RFQ) on or before the submittal deadline, then is selected by Gonzales Healthcare Systems in accordance with the requirements and specifications set forth in this RFQ as the most highly qualified to perform the services, and with whom the Health System is able to negotiate an “Agreement for Services”.

An evaluation team from Gonzales Healthcare Systems will evaluate proposals. The evaluation of proposals and the selection of the successful group/professionals will be based on the information provided by submitted proposal. The Health System may consider additional information, if the Health System deems such information relevant.

The criteria to be considered by Gonzales Healthcare Systems in evaluating qualifications and selecting the most highly qualified group/professionals will be demonstrated competence and qualifications to perform the services in a fair and transparent manner.

Key Dates

RFQ released
11/01/2018

Site walk and on-site questions
11/15/2018 (9:00 AM CST)

All question submitted (by email)
11/30/2018 (11:59 PM CST)

Final details and release of all questions with responses
12/06/2018

Proposal deadline
12/14/2018 (11:59 PM CST)

Contact Information

John Hughson
Chief Executive Officer
(830) 672-7581
jhughson@gonzaleshealthcare.com



Deliverables

Group/professionals must provide

- Three (3) complete and identical hard copies of its entire proposal (sealed)
- An executed copy of the “Execution of Offer” sheet provided as part of the RFQ
- Acknowledgement of all reported “Questions and Responses” (official acknowledgement form to be sent by 12/07/2018)
- Signed and completed W9 for group/professionals

Group/professionals must also provide a digital PDF copy to be included in the form of a USB drive. Digital copies must include all requirements mentioned above.

Submittals will be delivered to:
Gonzales Healthcare Systems
Attn: John Hughson
1110 North Sarah Dewitt Drive
Gonzales TX 78629

Minimum Requirements

Each proposal must include information that clearly indicates that the selected group/professionals will meet the following requirements:

- At least 10 years’ experience in the field of healthcare facility management
- Hospital construction management and oversight experience
- Knowledge of Centers for Medicare and Medicaid (CMS) requirements for operations of healthcare facilities
- Local team must have a viable presence in the Texas market (within 3 hours of the hospital)
- Demonstrated expertise in capital asset management and equipment reutilization/disposition

Scope of Work

All work stated below will be performed as a partnership with key stakeholders at Gonzales Healthcare Systems. The scope must be considered fluid at all times and may change based on responses and overall evolution of the health system.

Facility Master Plan Goal Redevelopment

Review the Facility Master Plan originally published by AHFD (American Health Facilities Development) on March 22, 2013 as a basis for an analysis. General findings will then be presented to Gonzales Healthcare Systems Board with a series of discussion points and suggestions in order to finalize the overall Hospital goals and path for design. Suggestions should be based on prior healthcare experience and will allow for a portion of the Master Plan to be redefined. At this time, group/professionals shall perform a market analysis of the community and surrounding areas to better understand the patient population and to understand the future growth potential of Gonzales Healthcare Systems.

Site Visits and Conditions Assessment

Perform site visits (as needed) to review goals that were established during the Facility Master Plan Redevelopment phase. While on-site, the contracted group/professionals will meet with key stakeholders, designated by client, and may perform further in field investigations (department walkthroughs, above ceiling inspections, mechanical room walkthroughs, etc.) to better develop a space allocation program and plan options.

Note: All assessments that include life safety findings/deficiencies must include plans of corrective action upon delivery to Gonzales Healthcare Systems.

Concept Building

Group/professionals will develop a concept package for review by client and key stakeholders. Concept packages will include existing conditions analysis, hospital construction goals, space allocation program, and plan options for future facility development. The function of this phase is to report findings and provide client with a full understanding of how best to meet their end goal/s.

Concept Review and Final Deliverables

Concepts, ideas, and goals will be delivered to the client to gauge overall interest and allow them the opportunity to vet all options. Once plan is set, deliver an updated Facility Master Plan.



Ongoing Project Management and Oversight

Owner's Representative will be responsible for all projects exceeding \$10,000.00 in scope which require architectural review, projects exceeding \$50,000 requiring TDLR review and all projects that involve coordinating multiple vendor elements among multiple consultants. Projects falling below the aforementioned threshold would be the responsibility of contracted Plant Operations and Maintenance service provider.

Additional Services

If there are any additional services that your company would like to propose in order to establish how you will complete the Scope of Work outlined herein, please separate out via an Additional Services section.

Project Handoff

All submittals must detail how project handoff will occur from Owner's Representation to contracted Plant Operations and Maintenance. Details must include how each project from group/professionals will have a smooth transition.

Rates for Services

Gonzales Healthcare Systems is requesting that proposal for services be presented as an hourly rate for services provided. Group/professionals must propose what is a fair rate for individuals involved on the project. If multiple individuals may be involved and their rates differ, make sure to be fully transparent for accurate billing.

If group/professionals engages any subcontractors/consultants to perform any of the work or services stated in RFQ, upon selection, group/professionals shall not markup work performed by subcontractors/consultants. At any time, Gonzales Healthcare Systems may request proof of payment for subcontractors/consultants to ensure accurate billing occurs throughout contracted partnership. Please note, this includes all original contracts and back-up billings and/or proposals.

Reimbursable expenses may include: lodging, travel, meals, printing costs, and other approved expenses. Markup for reimbursable expenses must be detailed in proposal. At any time, Gonzales Healthcare Systems may request actual receipt for reimbursable expenses to ensure accurate billing occurs throughout contracted partnership.



Proposed Team

Group/professionals is required to present entire proposed team to Gonzales Healthcare Systems. Qualifications of any proposed consultant(s) must also be addressed.

- Project Management/Owner's Representation (one point of contact)
- Design Consultant(s)
- Engineering Consultant(s)
- Construction Consultant(s)
- Any additional consultant(s) provided to meet the requirements of the RFQ

Substitutions of proposed personnel will not be permitted post award without sufficient notice and possible performance penalty to be outlined contractually.



Additional Terms and Conditions

All work and services shall be conducted in compliance with all applicable federal, state and local laws, regulations, and codes.

Selected group/professionals have no authority to enter into any contracts or otherwise obligate Gonzales Healthcare Systems (or other affiliated entities). All approvals and signature authority for expenditure of funds shall remain with Gonzales Healthcare Systems and its duly authorities' designees.

Gonzales Healthcare Systems reserves the right to cancel at any time for any reason this solicitation and to reject all proposals. Gonzales Healthcare Systems shall not have any liability to any proposer arising out of such cancellation or rejection.

Gonzales Healthcare Systems assumes no responsibility for costs incurred in the submission of the RFQ proposal, including preparation, presentation, questions, and/or contract negotiation (along with any expense for travel needed for the submission).

At no time will group/professionals or any subcontractors/consultants enter the facilities of Gonzales Healthcare Systems without prior knowledge and approval.



THIS EXECUTION OF OFFER MUST BE COMPLETED, SIGNED AND RETURNED WITH GROUP/PROFESSIONAL'S SUBMISSION OF QUALIFICATION. FAILURE TO COMPLETE, SIGN AND RETURN THIS EXECUTION OF OFFER WITH GROUP/PROFESSIONAL'S SUBMISSION OF QUALIFICATION MAY RESULT IN THE REJECTION OF THE SUBMISSION OF QUALIFICATION.

By signature hereon, Group/Professionals represents and warrants the following:

Group/Professionals acknowledges and agrees that (1) this RFQ is a solicitation for a proposal and is not a contract or an offer to contract; (2) the submission of a proposal by Group/Professionals in response to this RFQ will not create a contract between Gonzales Healthcare Systems and Group/Professionals; (3) Gonzales Healthcare Systems has made no representation or warranty, written or oral, that one or more contracts with the Health System will be awarded under this RFQ; and (4) Group/Professionals will bear, as its sole risk and responsibility, any cost arising from Group/Professionals' preparation of a response to this RFQ.

Group/Professionals is a reputable company that is lawfully and regularly engaged in providing the Services.

Group/Professionals has the necessary experience, knowledge, abilities, skills, and resources to perform the Services.

Group/Professionals is aware of, is fully informed about, and is in full compliance with all applicable federal, state and local laws, rules, regulations and ordinances.

Group/Professionals understands (1) the requirements and specifications set forth in this RFQ and (2) the terms and conditions set forth in the Agreement under which Group/Professionals will be required to operate.

If selected by Gonzales Healthcare Systems, Group/Professionals will maintain any insurance coverage as required to perform the Services.

All statements, information and representations prepared and provided in response to this RFQ are current, complete, true and accurate. Group/Professionals acknowledges that Gonzales Healthcare Systems will rely on such statements, information and representations in selecting a successful partner. If selected by Gonzales Healthcare Systems, Group/Professionals will notify Gonzales Healthcare Systems immediately of any material change in any matters with regard to which Group/Professionals has made a statement or representation or provided information.

By signature hereon, Group/Professionals offers and agrees to furnish the Services to Gonzales Healthcare Systems and comply with all terms, conditions, requirements and specifications set forth in this RFQ.

By signature hereon, Group/Professionals certifies that the individual signing this document and the documents made a part of this RFQ, is authorized to sign such documents on behalf of Group/Professionals and to bind Group/Professionals under any agreements and other contractual arrangements that may result from proposal.

By signature hereon, Group/Professionals certifies its compliance with all federal laws and regulations pertaining to Equal Employment Opportunities and Affirmative Action.

By signature hereon, Group/Professionals represents and warrants that all products and services offered to Gonzales Healthcare Systems in response to this RFQ meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Law (Public Law 91-596) and the *Texas Hazard Communication Act*, Chapter 502, *Health and Safety Code*, and all related regulations in effect or proposed as of the date of this RFQ.

Group/Professionals will and has disclosed, as part of its proposal, any exceptions to the certifications stated in this Execution of Offer. All such disclosures will be subject to administrative review and approval prior to the time University makes an award or enters into any contract or agreement with Professionals.

Signature

Date

Print Name

Title