

**ELECTROENCEPHALOGRAM (EEG) MONITORING SERVICES****REQUEST FOR PROPOSAL****ADDENDUM NUMBER: TWO (2)****December 15, 2022**

**THIS ADDENDUM IS ISSUED PRIOR TO THE ACCEPTANCE OF THE FORMAL RFP'S. THE FOLLOWING CLARIFICATIONS, AMENDMENTS, ADDITIONS, DELETIONS, REVISIONS, AND MODIFICATION FORM A PART OF THE CONTRACT DOCUMENTS ONLY IN THE MANNER AND TO THE EXTENT STATED.**

**NOTIFICATION**

Please note that the deadline for RFP submissions has been extended as indicated below:

**REVISED DUE DATE: Prior to 3:00 P.M., Thursday, December 22, 2022**

**VIRTUAL RFP OPENING: 9:30 A.M., Friday, December 23, 2022**

**Q&A**

1. How many techs and how many registered (REEGT) techs do you have at each facility? **One at each facility none ABRET certified.**
2. What type of tech coverage do you have at each facility? (ex. how many techs are in-house 24/7) **None; on call as needed.**
3. Do you have tech on-call coverage overnight and on weekends/holidays? **Yes.**
4. What type of coverage do your techs currently provide? **Broward Health Medical Center - setup and monitoring for routine EEG's without video. Broward Health North - setup and monitoring for routine EEG's with video**
5. What type of training would your techs require from the selected company? **If necessary, this information will be provided to the awarded vendor. The RFP requires that tech provided by the awarded vendor be ABRET certified.**
6. Are you in need of techs on-site to help with EEG setups or are you solely looking for remote monitoring services? **Broward Health is looking for both onsite and remote capabilities.**
7. If you are in need of techs on-site – please detail: at how many of your facilities, what are the anticipated shift needs (day, night, weekend), what are anticipated job duties (EEG set ups, routine diagnostics, in house monitoring). **Two facilities. 24/7 staffing for setup and monitoring; onsite and remote capabilities for both routine and stat.**
8. The RFP states all contractors must complete Broward Health's employee onboarding process. Can you please clarify this process, and does it hold for contracted providers of remote EEG Monitoring? **This**

process does hold for contracted providers. It is anticipated that the awarded vendor will work with Broward Health's Human Resources team to meet the needed requirements.

9. How many patients per month do you anticipate we will monitor? Projected volume is approximately on average 130 patients per month. This will vary based on the census for the district's regions.
10. What percentage of monitoring patients do you expect for ICU? Projected 25% EMU? Projected 75% of total volume.
11. What is the approximate age breakdown of patients? Peds? Neonates? Broward Health does not need this service for peds or neonates. Please refer to the scope of work in the RFP.
12. How many EEG machines do you have at each facility? Currently two at Broward Health Medical Center and three at Broward Health North.
13. How many long-term video EEG recordings have your facilities completed YTD? Broward Health North - Long Term Video monitoring YTD > 30, seeing an increase.
14. Do you provide Phase II monitoring in your EMU? Not currently. If so, how many per year? Not applicable. It is anticipated that the awarded vendor will work with the Broward Health team to develop this service.
15. Are the EEG machines hard-wired into specific rooms (i.e., EMU) or all portable machines? No, currently all EEG machines are portable.
16. What type of EEG machines do you have (i.e., Nihon Kohden, Natus, Cadwell)? Currently Natus.
17. Are you in need of more EEG machines? Unknown at this time. It is anticipated that the awarded vendor will have the option of leasing or renting equipment based on the needs of the healthcare system.
18. Do you have an EEG server? Are you in need of additional storage for the VEEG data? This information is not available at this time. It is anticipated that this information will be provided in detail to the awarded vendor by our IT department.
19. If you are currently providing EEG monitoring services, are your techs doing any reporting into the EMR? Yes.
20. Are your techs currently providing clipping and pruning services? No.
21. Utilization and Cost - Contractor shall provide samples of monthly utilization reports with direct correlation to cost. Please clarify this statement- are you referring to the remote EEG monitoring services here? Utilization of the vendors staffing services i.e. set up and monitoring for both on-site and remote services.
22. Please provide all documentation for appropriate onboarding for Broward Health Employees who work onsite and for those who are 100%. This information will be provided to the awarded vendor.

23. Please provide all documentation used for current monitoring technologist who monitor all Broward cases currently. **This information will be provided to the awarded vendor.**
24. Please list the manufacturer of the electrodiagnostic equipment that will be used by the selected vendor; currently deployed software version; all amplifier models used in the epilepsy monitoring unit (EMU) and ICU beds. **It is anticipated that the awarded vendor will be provided this information in detail by the providers of the electrodiagnostic equipment and Broward Health's IT department.**
25. How many systems would be needed on a loan, lease, or rental agreement? **Currently equipment would only be needed on an as needed basis.**
26. Would these systems be stationed at the hospital facility to be ready when needed? **It is anticipated the awarded vendor will work with Broward Health to determine the appropriate storage of on-call equipment.**
27. Please provide biomedical engineering documentation needed to bring in loaner 3rd party monitoring solutions. **It is anticipated that the awarded vendor will work with Broward Health's biomedical engineering team to determine the required documentation needed.**
28. Please provide all documentation required of a contractor to Broward Health to enable a contractor to have EMR access. **It is anticipated that the awarded vendor will work with Broward Health's informational technology team to determine the required documentation needed.**
29. Please provide weekly / hourly requirements for onsite monitoring of Epilepsy. **It is anticipated that the awarded vendor will work to support Broward Health based on staffing and patients' clinical needs.**
30. Please provide current training and competency documentation for current EEG technologists/monitoring technologists. **This information will be provided to the awarded vendor. It is a requirement the vendors EEG technologist be ABRET certified.**
31. Is the use of your EMR by contractor's EEG technologists a requirement? **Yes.**
32. Please provide Information technology documentation on the exact data points that are shared between current video EEG equipment and current version of Cerner. **This information is not available at this time. It is anticipated that this information will be provided to the awarded vendor by our IT department.**
33. Please provide Broward Health's Information Technology's Emergency Action Plan for loss of Internet Connectivity to all cloud-based technology users (Including Hurricane, and other acts of nature). **It is anticipated that this information will be provided to the awarded vendor by our IT department.**
34. Please define all responsibilities covered under Technical Support (including but not limited to EEG Hardware, EEG Software, onsite Hospital Remote connectivity, Hospital networking). **This information is not available at this time and is anticipated to be provided in detail to the awarded vendor by our IT department.**
35. Please provide number of fixed EMU Beds, and number of portable video capable recording stations. **No fixed beds currently. Projected total of three beds at Broward Health North and three beds at Broward Health Medical Center.**

36. If Broward Health IT department does not accept use of Teamviewer for remote access, please list all other approved remote access software tools for a 3rd party to securely access the monitoring machines. **It is anticipated that this will be provided in detail to the awarded vendor by our IT department.**
37. Please provide IT documentation for a contractor to Remote Access using Remote Desktop Application, Citrix Server Integration, or some other method currently in place. **It is anticipated that this information will be provided in detail to the awarded vendor by our IT department.**
38. Please provide dedicated upload and download speeds in Megabits/Sec for the winner contractor to use for the EMU/ICU project. **It is anticipated that this information will be provided in detail to the awarded vendor by our IT department.**
39. Does Broward health use a VOiP system for verbal communications (phone) such as Vocera? **Not currently.**
40. If so, what brand/maker is used? If not, how would our remote EEG technologist be able to reach your onsite clinical staff when medically necessary? **Cisco portable phones are carried by all clinical nursing staff.**
41. Are all areas where portable EEG Video recording stations supported by a hardwired network drop (not wireless). **This information is not available at this time and will be provided in detail to the awarded vendor by our IT department.**
42. If there are stations that use wireless networking will those stations need to be monitored? **This information is not available at this time. It is anticipated that this information will be provided in detail to the awarded vendor by our IT department.**
43. Please provide number of dedicated EMU beds? **Three projected per facility for a total of six. Currently no fixed beds.**
44. Please provide number of portable VEEG stations that will be available for use. **Currently five for the system.**
45. Can you clearly define your definition of intermittent monitoring? **Staffing to provide set up and monitoring of Routine EEG recordings, typically without video, lasting less than two hours.**
46. What is your requested tech to patient ratio requirement associated with intermittent monitoring? **1:1 setup and monitoring.**
47. Can you clearly define your definition of continuous monitoring? **Staffing to provide setup and monitoring of any EEG recording that exceeds two hours duration and is continuously monitored, most commonly for 24-72 hours, with or without video.**
48. What is your requested tech to patient ratio requirement associated with continuous monitoring? **1:3 projected**

49. What type of equipment will you be utilizing for EEG's within Broward Health? **Natus is utilized at this current time.**
50. Are you currently doing any Phase 2 monitoring in your facilities? **No.** Is Phase 2 monitoring part of the services being requested for this RFP? **It is anticipated that the awarded vendor has the capabilities to support Broward Health Phase 2 monitoring capabilities if deemed necessary but it is not a requirement at this time.**
51. Is monitoring pediatric patients' part of this RFP? **No. Please refer to the scope of work and purpose for this RFP.**
52. Are you currently working towards or plan to work towards NAEC accreditation at any of your facilities? **Yes.**
53. What is the total number of hard-wired beds by facility? **No hardwired beds currently.**
54. How many mobile EEG units do you have by facility? **Five total mobile units for the system.**
55. On average, how many patients are being continuously monitored at any given time? Can you provide the breakdown of this by facility? **This information is not available at this time. Please refer to the purpose and scope of work of this RFP. The projected amount is five per facility.**
56. On average, how many patients are being intermittently monitored at any given time? Can you provide the breakdown of this by facility? **This information is not available at this time. Please refer to the purpose and scope of work of this RFP. It is anticipated that the awarded vendor will have the ability to provide support for intermittent monitoring, when necessary, based on Broward Health's needs.**
57. What is the maximum number of continuous monitoring patients at any given time? **Please refer to the purpose and scope of work of this RFP. The projected amount is five per facility**
58. What is the maximum number of intermittently monitored patients at any given time? **This information is not available at this time. Please refer to the purpose and scope of work of this RFP. It is anticipated that the awarded vendor will have the ability to provide support for intermittent monitoring, when necessary, based on Broward Health's needs.**
59. What is the average daily census (ADC) of monitored EMU patients per facility? **Three projected.** Do you expect this to grow and if so to what number? **Yes. This information will be provided to the awarded vendor.**
60. What is the average daily census (ADC) of monitored ICU patients per facility? **Two projected.** Do you expect this to grow and if so to what number? **Yes. This information will be provided to the awarded vendor.**
61. What is the breakdown between adult and pediatric beds as it relates to monitoring services? **This RFP is for adult monitoring. Please refer back to the purpose and scope of work.**

**END ADDENDUM ONE**