



CITY OF HOUSTON
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September 19, 2014

SUBJECT: Letter of Clarification No. 4
REFERENCE: RFP Invitation No. S55-T25111
TO: All Prospective Respondents:

This Letter of Clarification is issued for the following reasons:

- **The following questions and City of Houston responses are hereby incorporated and made a part of the RFP:**

1. Vendor Question:

Does the pharmacy warehouse prepare/label patient specific medication bottles or blister packs which then get delivered to clinics or prisons for dispensing?

COH Answer:

No, there are no patient specific medications; all orders are bulk meds repackaged and delivered with a label without patient info

2. Vendor Question:

Is there one formulary maintained in central pharmacy warehouse for the entire enterprise?

COH Answer:

There is a Jail Health (all meds but primarily Blood Pressure, infection, seizures, pain and diabetes), TB Control and Health Centers (Family planning and STD) Formulary are maintained at the warehouse pharmacy, jail health centers and Health Care Centers

3. Vendor Question:

Do clinics do any direct procurement of medication from Wholesaler, or is medication purchasing centralized? Do clinics do any prescription preparation or is it all done in central pharmacy warehouse?

COH Answer:

No, both the Pharmacy and clinic REQUEST orders however procurement and the purchasing department purchase orders and have them delivered either directly to site or to warehouse Pharmacy

4. Vendor Question:

What would be the process for using digital signature in pharmacy system? Is it for patient acknowledgement of medication counseling? A: Where opportunity exists we would like to leverage the use of this technology.

COH Answer:

Digital signature will be needed in all phases of dispensing, delivery, and administering of medications from purchasing, delivery, packaging, and administering by pharmacy, jail health and clinical staff and patient acknowledgement.

5. Vendor Question:

Is the HDHHS looking for purchase order creation, inventory quantity update and price update functionality?

COH Answer:

Yes.

6. Vendor Question:

Does the HDHHS use packagers, dispense machines (like Pyxis), or robots for filling?

COH Answer:

We do blister pack at the present with a HOT machine. We would like to consider further expanding these services to include the Pyxis type hardware; therefore we prefer that this system is scalable, where possible.

7. Vendor Question:

How does the HDHHS anticipate using bar code scanning - such as for med admin, refills/ returns, dispense/fill verification, and/or inventory management?

COH Answer:

We intend to have bar code functionality from the time of purchase (meaning bar codes on all orders and shelves both at warehouse, clinics and jails), in the nurses rooms and in all pharmacy areas that is able to track meds from purchase to dispensing to patient acknowledgement of receipt.

8. Vendor Question:

Does the HDHHS also have acute care needs - IV's, chemotherapy, TPN, etc?

COH Answer:

We are not an acute setting, however, we do supply TB meds which include reconstitutions, minor compounding and a complete repackaging system of its own that package into individual dosages and patient specific information which we will continue to use and would like the software to interface with and be able track as well.

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9. Vendor Question:

Do new orders come to pharmacy system via physician order entry or as scanned/faxed images? Are refills processed via scheduled batch processes (such as batch cart fill) or per individual request?

COH Answer:

Currently TB and Jail orders are faxed and or emailed. Clinics are maintained and replenished as needed by the Pharmacy Staff.

10. Vendor Question:

Does the HDHHS have need of an eMar and bar code med admin application?

COH Answer:

EMar is currently being done though EPIC for the clinics but is needed for Jail and TB.

11. Vendor Question:

Do future plans include an integrated CPOE PACKAGE?

COH Answer:

Orders are initiated in EPIC for clinical services that utilize the electronic health record system, so I would say, "yes". However, there are some areas such as the jails which are not on the EPIC system.

12. Vendor Question:

In addition to obvious need for clinical screening (allergy, interaction, duplication, etc.), does the HDHHS have need of user defined rule based alerts and clinical intervention documentation?

COH Answer:

Yes, we need the system to have the capabilities of doing a complete DUR with alerts and documentations and MTM (Medication Therapy Management) which both should be able to capture all necessary interactions and make clinical recommendations.

13. Vendor Question:

Does the HDHHS pass medication charges from Pharmacy system to a patient accounts billing system? Is there a need for Medicare Part D/ adjudication direct from Pharmacy system?

COH Answer:

Billing can pass through our integrated EPIC system for pharmaceuticals dispensed in the clinic; however, we currently do not bill for pharmaceuticals. Most meds are free to the patient or are rolled into the clinic billing.

14. Vendor Question:

Does the HDHHS have need of a lab results interface?

COH Answer:

No, our lab interface is handled by our core EHR system

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15. Vendor Question:

Is there a need for retail pharmacy functionality - where prescription is dispensed for use at home and patient requests refill?

COH Answer:

Yes, we dispense retail prescriptions for TB currently.

16. Vendor Question:

Is there a need for an ADT/Census interface to Pharmacy system? Is there a need for patient registration/scheduling functionality?

COH Answer:

ADT is not required but if we are planning to order the medications from Epic then we need few messages going into Pharmacy and coming from Pharmacy to Epic. They are RDE (Pharmacy encoded order) and RDS (Pharmacy dispense message) messages and 2 more for confirmation. PID segment of these messages contain patient demographics so no need for ADT's.

I don't think we need registration/scheduling functionality in Pharmacy System.

17. Vendor Question:

Could the HDHHS provide us with the names and sizes of the facilities that will be using the pharmacy software and inventory management system?

COH Answer:

When the time is appropriate, we will have site visits for this information. However, there is a total of four health centers, ones standalone dental facility, two jail health facilities, and one central pharmacy. Each facility may have between 5-25 employees utilizing the pharmacy system directly and approximately 100 indirect users through the EHR interface.

18. Vendor Question:

Are all pharmacy orders filled in each separate pharmacy or in a central location?

COH Answer:

All Pharmacy orders are filled and labeled at the warehouse pharmacy and or labeled on site at the clinics

19. Vendor Question:

Is there a list of preferred M/WBE vendors that the Dept. of Health and Human Services could provide to vendors looking to partner for this contract?

COH Answer:

All registered MDWBE's are on the City of Houston website. It is a searchable site for specific business descriptions or names. If you just search the City it will list all MDWBE's in that particular city. The website is below. We do not recommend any but there is access to all registered vendors.

<https://houston.mwdbe.com/FrontEnd/VendorSearchPublic.asp?XID=8089&TN=houston>

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20. Vendor Question:

Could you describe what your expectations would be around the 340 b process?

COH Answer:

The system need to have the ability to keep separate inventories of medications purchased and dispensed under 340B from wholesaler, to dispensing to administration from the items are not 340B such as jail Health.

21. Vendor Question:

Would it be possible to provide 2 USB sticks with an electronic version of our response in lieu of 2 CDs?

COH Answer:

Yes.

22. Vendor Question:

Would it be possible to submit an electronic response to the bid on September 25th, 2014 via e-mail by 2PM (CST) and mail the hardcopies of the response that day as well? Please note the hardcopies would arrive at a later date due to mailing transit time.

COH Answer:

Electronic responses to the RFP via email on September 25th, 2014 will not be accepted conditioned to sending the hardcopies the same day.

23. Vendor Question:

Should the response package and cover letter be addressed to Joseph Badell?

COH Answer:

Yes.

When issued, Letter(s) of Clarification shall automatically become a part of the proposal documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Purchasing Division and the applicable City Department(s). It is the responsibility of the proposers to ensure that it has obtained all such letter(s). By submitting a proposal on this project, proposers shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this proposal.

If you have any questions or if further clarification is needed regarding this Request for Proposal, please contact me.

Joseph Badell

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LETTER OF CLARIFICATION No.4
PHARMACY SOFTWARE & INVENTORY MANAGEMENT SYSTEM
SOLICITATION No.S55-T25111

END OF LETTER OF CLARIFICATION 4

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Council Members: Helena Brown Jerry Davis Ellen Cohen Wanda Adams Mike Sullivan Al Hoang Oliver Pennington Edward Gonzalez
James G. Rodriguez Mike Laster Larry Green Stephen C. Costello Andrew Burks Melissa Noriega C.O. "Brad" Bradford
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