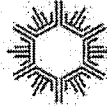


Leo Lew
Assistant
County Manager

Administrative
Services

Greg Stanley
County Manager



PINAL COUNTY
WIDE OPEN OPPORTUNITY

TO: Pinal County Board of Supervisors
FROM: Shonna McBride, Procurement Officer
Pinal County Finance Department
DATE: August 8, 2018
RE: Award of ROQ 176723 Medical Director- Forensic Nurse Program

Background

ROQ 176723 was published to solicit proposals from qualified suppliers to provide Medical Director Services for the County's Forensic Nurse Program.

Selection Process

Two proposals were received and subsequently opened on June 26, 2018 at 2:15 p.m. Proposers included Marguerite Timm, LLC and Kristina Donnay.

Recommendation

It is recommended that the Board of Supervisors approve the award of ROQ 176723 to establish an eligibility roster for providing Medical Director services for the Forensic Nurse Program on an as needed basis. Based on the information provided in the proposals, the evaluation committee recommends that Marguerite Timm, LLC be placed on the eligibility roster. The evaluation team found this provider to be responsive and qualified to perform the services needed by the County. The ROQ also allows for additional providers to be added to the eligibility roster during the contract period.

The term of the proposed eligibility roster is one (1) year with four (4) one-year optional renewals. The Board is also requested to authorize the Finance Director to approve and sign any resulting administrative documents.

Feel free to contact me with any questions.

Respectfully submitted,

Shonna McBride, CPSM, C.P.M.
Procurement Officer
Pinal County Finance Department
Purchasing Division
520-866-6265
Shonna.McBride@pinalcountyaz.gov

FINANCE

Leo Lew
Assistant
County Manager

Administrative
Services



Greg Stanley
County Manager

PINAL COUNTY
WIDE OPEN OPPORTUNITY

FINAL OFFER AND ACCEPTANCE FORM

TO PINAL COUNTY:

The undersigned hereby offers and agrees to furnish the material, service, or construction in compliance with all terms, conditions, specifications, and amendments in the Solicitation.

Marguerite Bender Family Nurse Practitioner

Authorized Signature	Title
<u>Marguerite Bender</u>	<u>7/24/18</u>
Printed Name	Date
<u>Marguerite Timm, LLC</u>	<u>480-266-4436</u>
Company Name	Telephone
<u>240 W. Juniper Ave</u>	<u>Unit 1208 Gilbert AZ</u>
Address	City, State, Zip
	<u>85233</u>

For clarification of this offer, contact:

Name: Marguerite Bender
Phone: 4802664436 Fax: 401-262-5942
Email: mbender@cvs.com

ACCEPTANCE OF FINAL OFFER
(For Pinal County Use Only)

The offer is hereby accepted and the Responder is now bound to sell or provide the materials, services, or construction as indicated by the Purchase Order or Notice of Award and based upon the solicitation, including all terms, conditions, specifications, amendments, etc. and the Final Offer as accepted by Pinal County.

The contract is for: Medical Director- Forensic Nurse Program

This contract shall henceforth be referenced to as Contract No. ROQ-176723. The Offeror is cautioned not to commence any billable work or to provide any material or service under this contract until Offeror receives an executed purchase order or notice to proceed.

Awarded this 8th day of August 2018.
Todd House Chairman [Signature]
Name (Print) Title Signature

Approved as to form: [Signature]
Pinal County Attorney's Office

FINANCE

Leo Lew
Assistant
County Manager

Administrative
Services



PINAL COUNTY
WIDE OPEN OPPORTUNITY

Greg Stanley
County Manager

FINAL OFFER AND ACCEPTANCE FORM – Page 2

By signing the previous page of the Final Offer and Acceptance Form, Responder certifies:

- A. The submission of the bid did not involve collusion or other anti-competitive practices.
- B. The Responder shall not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246.
- C. The Responder has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the Submittal.
- D. The Responder certifies that it complies with Executive Order 12549 related to Federal Government Debarment and Suspension (see 4-7)
- E. The Responder certifies that the individual signing the bid is an authorized agent for the Responder and has the authority to bind them to the contract.

Marquerite Timm, LLC
Company Name

Marquerite Bendu
Authorized Signature

FINANCE

Leo Lew
Assistant
County Manager

Administrative
Services



PINAL COUNTY
WIDE OPEN OPPORTUNITY

Greg Stanley
County Manager

ROQ- 16723- Medical Director- Forensic Nurse Program

Final Offer

Service	Hourly Rate
Medical Director Services as per Scope of Services for ROQ 176723 (NOTE: All fees associated with these services are included in the cost.)	\$ <u>160.00</u>

FINANCE



Addendum Acknowledgement Form

Pinal County
Finance Department
31 N. Pinal St., Bldg. A
P.O. Box 1348
Florence, AZ 85132

ADDENDUM ACKNOWLEDGEMENT FORM

Solicitation Addendums are posted on the Pinal County portal - Bonfire at the following address:
<https://pinalcountyz.gov/bonfirehub.com/opportunities/8422>.

It is the responsibility of the Responder to periodically check this website for any Solicitation Addendum.

This page is used to acknowledge any and all addendums that might be issued. Any addendum issued within five days of the solicitation due date, will include a new due date to allow for addressing the addendum issues. Your signature indicates that you took the information provided in the addendums into consideration when providing your complete response.

Please sign and date:

ADDENDUM NO. 1 Acknowledgement

Marguerite Bendis
Signature

06-08-18
Date

addendums noted on submission

ADDENDUM NO. 2 Acknowledgement

Signature

Date

ADDENDUM NO. 3 Acknowledgement

Signature

Date

If no addendums were issued, indicate below, sign the form and return with your response.

Firm

Authorized Signature

MARGUERITE RUTH BENDER

Individual Details

Lawful Presence: Verified

Fingerprints: Type: RN Fingerprints
Status: Results received and processed
Date Printed: 02/28/2005
Type: APRN Fingerprints
Status: Results received and processed
Date Printed: 08/01/2007

License Number: RN132389

License Details

Type: REGISTERED NURSE
Original Issue Date: 04/25/2005
Due for Renewal: 04/01/2021
Status: 04/25/2005 - Active: Good Standing
02/14/2006 - Multi State Privileges

Certificate Number: AP2917

Certificate Details

Type: ADV PRACTITIONER
Original Issue Date: 11/06/2007
Due for Renewal: 04/01/2021
Status: 11/06/2007 - Active: Good Standing
11/06/2007 - Valid in Arizona Only

Advanced Practice Details

Specialty Area: Family Nurse Practitioner
Original Certification Date: 10/01/2007
National Certification Exp Date: 09/30/2022
National Certification Required: Yes
Prescribing Privileges: Yes
Dispensing Privileges: Yes

Marguerite Bender

3688 E. Lynx Pl, Chandler, AZ 85249, mbender@cvs.com, 480.266.4436

EDUCATION

Doctorate of Nursing Practice, *University of South Alabama, Mobile Alabama, 2015-2017*

Master of Science- Family Nurse Practitioner, *Grand Canyon University, Phoenix, AZ 2005-2007*

Bachelor of Science in Nursing, *Arizona State University, Tempe, AZ 1999-2003*

LICENSURES

- **Registered Family Nurse Practitioner**, *State of Arizona, since 2007*
- **Registered Nurse**, *State of Arizona, since 2005*
- **Registered Nurse**, *State of California, 2003-2005*

CERTIFICATIONS

- **FMCSA Medical Examiner**, *since 2016*
- **Family Nurse Practitioner Certified**, *American Academy of Nurse Practitioners, since 2007*
- **Sexual Assault Nurse Examiner-Adult/Adolescent**, *since 2008 – 2014*
- **Certified Forensic Nurse Examiner**, *2009 - 2014*
- **BLS for Healthcare Provider**, *since 2006*
- **Cancer Chemotherapy Provider**, *2004-2006*

EXPERIENCE

Senior Education Leader, *CVS/MinuteClinic Jan 2016- present*

- Manage Education and Professional Practice in 14 states
- Partner with key stakeholders across the enterprise to lead education initiatives
- Manage the Onboarding process for all new providers
- Manage a Team of 9 Field Educators who are NPs and PAs

Family Nurse Practitioner, Chart Review Team, Shared Leadership Representative, Qualified Delegate

MinuteClinic, Chandler, AZ, Dec. 2007-Dec. 2015

- Diagnose and treat illnesses for patients over 18 months of age
- Help patients manage their well-being with vaccinations, health promotion, physicals, health screenings, and patient education
- Train new practitioners
- Serve as a support and resource to fellow nurse practitioners
- Clinical Lead *August 2009-January 2011* (Help manage clinics & keep providers educated and organized.)
- Chart Review Team Member since *March 2011* (Pre-screen charts to ensure providers are giving safe, high quality, evidenced-based care.)
- Shared Leadership Council Representative since January 2011 (Serve as a Liaison between providers in the field and upper management)
- Shared Leadership Vice Chair January 2013 – 2015
- Special Projects (Epic Build, New Products and Services)

Forensic Nurse Examiner, *Scottsdale Healthcare, Scottsdale, AZ, May 2005-September 2011*

- Provide comprehensive care to trauma patients with interpersonal violence issues
- Complete head to toe exams on patients focusing on genital injury, identifying trauma, and collecting medical-forensic evidence along the way

Admission Nurse, *Hospice of the Valley (HOV)*, Phoenix, AZ, May 2005-Dec 2007

- Admitted patients and families to the hospice program and evaluated patient/family needs
- Assisted referred patients/family in understanding other options of care when not admitted to the hospice program
- Piloted, helped design, and trained nurses in the new EMR

Oncology/Med-Surge Nurse, *Providence St. Joseph Medical Center*, Burbank, CA, July 2003–May 2005

- Provided all of the patient care to assigned patients
- Served in several committees and Task Forces

PROFESSIONAL ASSOCIATIONS

- **Member of Sigma Theta Tau International, Beta Upsilon Chapter**, since 2003
- **American Nurses Association Member**, since 2007
- **American Academy of Nurse Practitioners**, since 2007

HONORS/ AWARDS / COMMUNITY SERVICE

- National Breakthrough Award for partnership with the VA Hospital for CVS Health, March 2017
- National Area Paragon Award Winner for CVS Health 2014 (*Highest Award & Honor at CVS Health*)
- Mesothelioma Awareness Fundraiser Volunteer 2013 – current (Host Fundraisers in honor of my Grandma)
- American Heart Association Annual Fundraiser Volunteer 2010 -current
- Preceptor of New Hires and Students, 2010 to 2014
- Speaker on Medical Myths for Mom 2.0 Summit in Laguna Beach, CA 2014
- Nominated for CVS Health Paragon Award, 2011, 2012
- Nominated for Retail Clinician Congress Care Award, 2010
- MinuteClinic Extreme Customer Service Quarter Champion, 2008
- Nominated at PSJMC for Clinical Excellence, 2005
- Speaker at the ASU Nursing Convocation Graduation Ceremony, May 2003
- Outstanding ASU Student Leader Award, 2003
- Sun Devil Star Award for students who have positively impacted the ASU community through leadership and commitment on campus, 2003
- Student Nurses Association President, 2002-2003
- Winner of the National Student Nurses' Association Critical Thinking Challenge @ the Mid-Year Convention in Kansas City, MO, 2002
- College Scholarship Award for student leadership and academic excellence, 1999



176723 Questionnaire (Q-79JO)

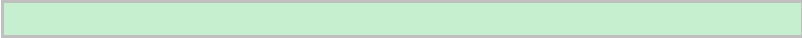
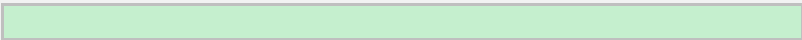
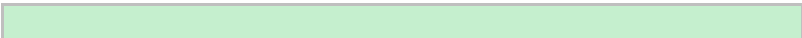
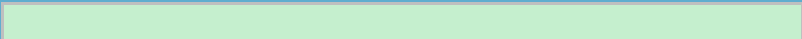
Instructions

- The Summary worksheet displays your overall progress for the questionnaire.
- The worksheets numbered from 1 to N represent question sets.
- For each question set, select a response from the dropdown (if applicable) and enter a response comment for each question in the table.
- If specific instructions have been provided for a given subset, they will appear as a tooltip for a purple cell. Mouse-over to review them.
- When pasting content, please use Paste Special as Text without any formatting.
- Please do not change the structure of any of the worksheets. Changing the structure will invalidate your submission.
- Any additional information outside of the given structure of the worksheets will not be visible to the purchaser.
- Please do not save this file in a different format. Saving this file in a different format will invalidate your submission.
- Please do not use Excel formulas in your responses.
- Please follow the instructions provided along with this file to submit it back to Bonfire.
- If you have any questions regarding the content of this file, please contact the appropriate purchaser.
- If you have any technical problems, please contact Bonfire at Support@GoBonfire.com.

Additional Instructions

Responders shall provide responses to each of the following questions in the Comment column. Responders that do not include responses to each question or provide unacceptable responses may cause the entire proposal to be deemed unacceptable and therefore non-responsive.

Summary

Question Set	Questions	% Complete	Progress
1	11	100.00%	
2	2	100.00%	
3	1	100.00%	
Total	14	100.00%	

Question Set 1: Capacity of the Responder

#	Question	Response	Comment
Qualifications			
1.1.1	Responder shall attach a resumé that includes employment history for the last ten (10) years, if applicable. Are there any large gaps in your employment history; and, if so, please explain why.	No	There are no employment gaps.
1.1.2	Does Responder meet all of the minimum qualifications outlined in section 2 of ROQ 176723? If not, list the qualifications you do not meet and explain why you are still a good fit for this Contract.	Yes	
1.1.3	How many years' experience does the responder have in diagnosing and treating illnesses for patients in a practice setting?	10.5 years	
1.1.4	Has your MD or DO, Physician's Assistant, or Nurse Practitioner license ever been suspended or revoked in any state?	No	
Experience			
1.2.1	Responder shall describe their experience providing Medical Director services, and outline your responsibilities in this role.	-	7 years experience serving in a Clinical Resource Provider Role where advanced practice providers call for clinical consultation.
1.2.2	Responder shall describe in detail their experience in overseeing medical forensic programs and/or overseeing operational development of other related types of programs.		5 years leading programs and new services at 1100 retail healthcare clinics ensuring standardization as well as making sure advanced practice providers have the tools and resources needed to independently practice. Four years in chart review to ensure providers are meeting evidenced based guidelines and delivering superior patient care.
1.2.3	Responder shall describe their experience managing education and professional practices.	-	2.5 years managing professional practice and education for advanced practice providers in 14 states.
1.2.4	Responder shall describe their experience providing comprehensive care to patients reporting interpersonal violence including child abuse, sexual assault, and domestic violence.	-	5.5 years practicing as a Forensic Nurse Examiner. Certified as a Sexual Assault Nurse Examiner for 5 years.
1.2.5	Responder shall describe in detail their experience in collecting and documenting medical forensic evidence.	-	5.5 years practicing as a Forensic Nurse Examiner. Certified as a Sexual Assault Nurse Examiner for 5 years.
1.2.6	Responder shall describe experience utilizing electronic health records. Include which systems and how many years you have used each.	-	Experience in multiple electronic health record platforms. Most recent experience is in the Epic Platform as a super user for the past 4 years.
References			

1.3.1

Responder shall list a MINIMUM of three (3) professional references who can speak to your ability to perform the tasks outlined in the Statement of Work. Responder must include name, title, company, phone, email, physical address, and number of years working with each reference.

-

1. Karyn Rasille, Registered Nurse, Forensic Nurse Consultant
13 years
602-373-1407
karynrasile rtc@gmail.com
2601 E. Mercer Lane
Phoenix, AZ 85028

2-Kristin Hangge, Family Nurse Practitioner, MinuteClinic
10.5 years
651-270-4471
kristin1103@gmail.com
1439 North Innsbruck Drive
Fridley. MN 55432

3-Janelle Rastad, Family Nurse Practitioner, Senior Education Manager,
MinuteClinic
10.5 years
831-682-2611
janelle.rastad@cvshhealth.com
2441 E. Rockledge Rd
Phoenix, AZ 85048

Question Set 2: Conformance

Question Set 2 Instructions

Please note that taking exception to any Terms and Conditions and/or Statement of Work requirement may affect your evaluation score. Both the number of exceptions and the severity of the exceptions will affect your score and your proposal may be deemed non-responsive. Any exception not contained within this section of the response form shall be deemed invalid and will not be considered.

#	Question	Response	Comment
Conformance to Terms & Conditions			
2.1.1	Responder has read, understands, and shall comply with all Terms and Conditions. Responders that accept the County's Terms and Conditions and Instructions shall check YES to clearly indicate their acceptance. Responders who take exception to the County's Terms and Conditions and Instructions shall check NO and clearly indicate their exception(s) and provide Responder's suggested language. Does responder accept County's Terms and Conditions?	No: list exceptions and alternative language	<p>1-Pinal County will reimburse contractor the Commercial General Liability Insurance annual premium of \$250.00 within the first 30 days of start date.</p> <p>2-Contractor will opt out of workers compensation and employers liability.</p> <p>3-Pinal County will reimburse contractor for Medical Malpractice Insurance annual premium of \$3,000 within the first 30 days of start date.</p> <p>4-If contract is extended past one year, premiums above would need to be reimbursed on an annual basis.</p>
Conformance to Statement of Work			
2.2.1	Responder has read, understands, and shall comply with the Statement of Work. Responders that accept the County's Statement of Work shall check YES to clearly indicate their acceptance. Responders who take exception to any item in the Statement of Work shall likewise check NO and clearly indicate their exception and provide Responder's suggested language. Does Responder accept the County's Statement of Work?	Yes	
2 Questions		100.00% Complete	

Question Set 3: Cost

#	Question	Response	Comment
Cost			
3.1.1	Responder shall provide hourly rate for service.	\$200.00	
1 Questions		100.00% Complete	