



LBJ Tropical Medical Center
PO Box LBJ
Pago Pago, American Samoa 96799



**REQUEST FOR QUALIFICATIONS (RFQ)
FOR
LBJTMC COORDINATION OF CARE FOR PATIENTS IN
COMPLEX CARE CLINIC**

Project #: RFQ No. LBJ-RFQ24.02

Issuance Date: Thursday, April 25, 2024

Closing Date: Thursday, May 16, 2024

Closing Time: 2:00 PM – AS Time

APPROVED FOR ISSUANCE BY:

**Dr. Akapusi Ledua
LBJ Chief Executive Officer
Notice to Offerors**



**LBJ TROPICAL MEDICAL CENTER
FAGA'ALU AMERICAN SAMOA**



April 25, 2024

**REQUEST FOR QUALIFICATIONS
LBJ-RFP24.02**

Coordination of Care for Patients in Complex Care Clinic, End Stage Renal Disease Program, Chronic Kidney Disease, Wound Care Clinics and Dialysis Treatment:

Every patient in the above named programs have multiple medical problems and co-morbidities which makes them the most vulnerable portion of the population for additional diseases, and most at risk in the event of another pandemic. Most also have social determinants in their economic or social structure that prevent these patients from receiving the proper care and treatment in a dignified and timely manner.

One part of the solution to this problem is to provide Care Coordinators to support and help this population receive proper and timely care and support them in being compliant with medical protocols. Contingent upon ARPA approval, the American Samoa Medical Center is soliciting requests for qualifications for professional Patient Care Coordination services to assist the American Samoa Medical Center in providing care coordination services for this project in compliance with all applicable federal requirements and regulations under the ARPA program. Payment terms will be negotiated with the selected firm. The fee for Patient Care Coordination services will be paid with ARPA funds.

Scope of Work:

Care Coordination services shall include, but are not limited to, standard tasks necessary for the implementation of the project in conformance with local and Federal Laws:

LBJ seeks an experienced organization to improve healthcare outcomes by engaging with vulnerable populations in underserved areas. It should be an initiative which focuses on improving health access and equity for those affected by geographic isolation, limited resources, limited infrastructure, and economic constraints.

The provider should focus on patient benefits education and Social Determinates of Health (SDOH) screening and use and leverage technology to address systemic issues in healthcare delivery and outcomes.

The provider should use local care coordinators who would be trained by the provider to provide a high level of care and interaction with the patient and his/her family. It is anticipated that approximately thirty local employees would be necessary once full complement of patients is enrolled in the program.

Scheduling of patients, transportation arrangements and follow-up should be part of the service provided to assure the patient receives appropriate care on a consistent basis. Home checks on patients to seek medication compliance and nutrition guidance should be part of the program provided.

Submission Requirements:

RFQ submissions must include at a minimum:

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RFQ submissions must include at a minimum:

1. Individual or Firm Information: firm’s legal name, address, email, and telephone number, the principal(s) of the firm and their experience and qualifications;
2. Care Coordination Experience: The specialized experience and technical competence of the staff to be assigned to the project with respect to care coordination improvements or related work, description of firm’s prior experience, including any similar, size of community, location, total cost, and names of local officials knowledgeable regarding the firm’s performance on related work. Include at least three references within the past five years;
3. Firm Capacity and Capability: The capacity and capability of the firm to perform the work in question, including specialized services, within the period of the grant, the past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules; description of firm’s current work activities, capability of carrying out all aspects of ARPA related activities, and firm’s anticipated availability during the term of the project;
4. The proposed work plan and schedule for activities to be performed.

Qualification Evaluation Criteria:

Submissions will be evaluated per the following factors:

1. <u>Qualifications, Competence and Reputation of Firm and Personnel</u>	<u>20 points or %</u>
2. <u>Firm’s Capability to Meet Time and Project Budget Requirements</u>	<u>20points or %</u>
3. <u>Present and Project Workload of Firm</u>	<u>20 points or %</u>
4. <u>Related Experience on Similar ARPA projects</u>	<u>20 points or %</u>
5. <u>Recent and Current Work for the Entity Issuing RFQ</u>	<u>20 points or %</u>

Upon completion of the review, the Source Evaluation Board will make its recommendation to the American Samoa Medical Center Board of Directors for approval to negotiate a contract price.

Contract Award:

Once the most qualified firm is selected, a cost for the implementation of the project will be negotiated separately from the cost for ongoing patient care coordination services. Contracting for these two activities will be clearly defined with costs/payments attributed to each. Contracts executed for care coordination services shall be contingent upon the Release of ARPA Funds and Funding Conditions.

The above information should be submitted no later than 2pm on May 16, 2024, to the Chief Procurement Officer of the American Samoa Medical Center For more information, contact Frederick Ledoux at (684) 633-1222; Email: frederick.ledoux@lbj.as

Date: 04/24/24

Authorized Representative: 