

MIDDLESEX COUNTY UTILITIES AUTHORITY
REQUEST FOR QUALIFICATIONS
MEDICAL SURVEILLANCE PROGRAM SERVICES 2021-2023
DEADLINE: 12:00 NOON ON MAY 4, 2021

This REQUEST FOR QUALIFICATIONS is hereby published by the MIDDLESEX COUNTY UTILITIES AUTHORITY (“Authority”) through a fair and open process in accordance with the State of New Jersey Local Unit Pay-to-Play Law (N.J.S.A. 19:44A-20.4 et seq.). This advertisement also provides notice that the Authority has initiated procedures for compliance with New Jersey Local Unit Pay-to-Play Law.

The Authority is soliciting qualifications from qualified Full-Service Hospital Facilities to provide *Medical Surveillance Program Services*. Interested persons are hereby solicited to submit their qualifications *on or before the deadline of 12:00 Noon prevailing time on May 4, 2021* to:

Joseph Cryan, Executive Director Middlesex
County Utilities Authority PO Box 159
2571 Main Street Extension Sayreville, NJ 08872

Documentation of qualifications in response to this request shall be submitted *in triplicate* (one set unbound) in a sealed envelope. All submissions in response to this request shall be clearly labeled on the *outside* of the submission package with the following identifying information:

- * Name and description of the Contracted Service for which the qualifications are being submitted (e.g. *Medical Surveillance Program Services 2021-2023*)
- * Name of the Authorized Representative for the entity submitting qualifications;
- * Address and telephone number for the Authorized Representative

Immediately following the deadline for submissions, the packages of all timely responders will be publicly opened.

The conforming submissions will be evaluated by the Authority technically and legally based on the criteria outlined for the Contracted Services identified herein. One or more entities deemed to be qualified will subsequently be requested to provide proposals for this project. The proposals will be evaluated, and the final selection shall be determined on the basis of responsiveness to evaluation criteria detailed below, the most advantageous price, and other factors considered to be in the best interest of the Authority.

Accordingly, the Authority, hereby provides notice that the following shall be the Authority’s evaluation criteria and the Contracted Services for which interested professionals and consultants are requested to submit their qualifications:

* **GENERAL QUALIFICATIONS**

The qualifications submission package for each Contracted Service shall include a signed statement by the Authorized Representative of the interested entity that the entity is willing and able to comply with the following General Qualifications:

- A. Compliance with New Jersey Law Against Discrimination pertaining to Public Contracts (N.J.S.A. 10:5-31 et seq.), New Jersey Affirmative Action Rules (N.J.A.C. 17:27-3.5 and 17:27-3.7) and New Jersey Equal Employment Opportunities Act (N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27);
- B. Compliance with New Jersey Business Registration Law (N.J.S.A. 52:32-44 et seq.);
- C. Compliance as applicable with the Federal Occupational Safety and Health Act and regulations promulgated pursuant thereto (29 CFR 1900 and/or 1926);
- D. Compliance with requirements of law regarding disclosure, including any disclosure statements (e.g. Business Entity Disclosure and Political Contribution Disclosure) as may be required to be filed with the New Jersey Election Law Enforcement Commission.
- E. Ability to secure insurance from a company or companies lawfully authorized to do business in New Jersey to protect the entity and the Authority from claims which may arise out of or result from activities undertaken in connection with services under contract with the Authority and for which the contractor may be legally liable, whether such activities be by the Contractor or by a Subcontractor, or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. Such insurance coverage shall include the following as a minimum, with additional coverage and/or higher limits necessary dependent upon the scope of services:
 1. Workers Compensation Coverage and Employers' Liability Coverage, covering all employees engaged in the performance of this Contract and in accordance with applicable statutes, except where the Contractor has certified on Authority forms that they are self-employed as an individual and have no employees and are, therefore, not subject to the law.
 2. Commercial General Liability Insurance

Commercial General Liability Insurance with limits of not less than \$1,000,000.00 combined single limit per occurrence and General Aggregate of \$2,000,000.00 per project or location. The Authority shall be named as an additional insured as respects the acts of the Provider. This coverage shall be primary and shall include defense of the Authority as a supplement to the limit of liability.

3. Business Automobile Liability Insurance

Business Automobile Liability Insurance covering the Contractor for claims arising from “Any Auto” including owned, hired and non-owned vehicles, with limits of not less than \$1,000,000.00 for any one person and \$1,000,000.00 for any one accident for bodily injury and \$1,000,000.00 for each accident for property damage, or a combined single limit of \$2,000,000.00. The Authority and its representatives shall be included under the omnibus clause as an organization legally responsible for use of the Contractor’s vehicles, or by an Additional Insured Endorsement.

4. Professional Liability Insurance

Contractors shall maintain Professional Liability Insurance for protection against claims arising out of performance of contracted services for the Authority caused by negligent acts, errors or omissions for which the Contractor is legally liable, with a coverage limit of \$2,000,000.00 per claim and annual aggregate.

5. Cyber Insurance

The Entity shall maintain Cyber Security Insurance for protection against all claims arising out of performance of services under the agreement in accordance with this RFP caused by cyber-attacks, malware, loss of data, negligent acts, errors or omissions for which the Entity is legally liable, with a coverage limit of \$2,000,000.00 per claim and annual aggregate.

- F. Assigned personnel for Contracted Services shall demonstrate a high level of education and experience in the field and shall be directly supervised by persons having a minimum of five (5) years of experience in the field and holding applicable licenses.

II. CONTRACTED SERVICES AND QUALIFICATION CRITERIA

The Authority is currently considering qualifications from Medical Firms to provide *Medical Surveillance Program Services* for the period of July 2021 through June 2023. The services shall include but not be limited to Post Job-Offer Medical Examinations, Annual Medical Examinations for Field Personnel, Triennial Medical Examinations for Administrative Personnel, Return-to-Work Medical Examinations, administration of certain vaccinations, and annual reporting on comprehensive Medical Surveillance Data Analysis to determine trends associated with work environment related to the Authority’s Wastewater and Solid Waste Facilities. Interested Medical Facilities shall submit supporting documentation to demonstrate that they meet the qualification criteria described herein in order for the Authority to consider their appointment.

Please be advised that those firms selected to receive a Request for Proposal (RFP) from the Authority will be required to submit and complete the following:

- * Ownership Disclosure Form
- * Disclosure of Investigations and Other Actions Involving Bidder
- * Disclosure of Investment Activities in Iran
- * NonCollusion Affidavit

The minimum threshold criteria that will be utilized for the evaluation of the responses shall be a Full-service Hospital Facility licensed in the State of New Jersey for a minimum of forty (40) years and having, as a minimum, the following capabilities:

1. Full-service Occupational Health Services Department with a minimum of twenty (20) years operational experience; and
2. A minimum of two (2) Board Certified Physicians with a combined experience of a minimum of twenty (20) years of service; and
3. A full-time staff of Registered Nurses with a combined minimum of one hundred (100) years experience in occupational health; and
4. A full range of medical examination services including, but not limited to annual, exit, return-to-work, and post job-offer examinations; OSHA/PEOSHA required medical surveillance examinations; DOT examinations; DOT and non-DOT Urine Drug and Breath Alcohol Testing; Audiograms; EKGs; Cardiac Stress Testing; pulmonary Function Testing; Diagnostic Imaging; and comprehensive Laboratory Services; and
5. Ability to provide on-site vaccination and immunization services; and
6. Workers' Compensation Services with five (5) years of experience dealing with procedures for public employees; and
7. Medical Surveillance Data Results Analysis and Report capability to determine health trends associated with working conditions; and
8. Ability to provide Mental/Behavioral Health Services; and
9. Knowledge of the Authority's Wastewater Treatment Plant and Middlesex County Landfill work site conditions.

John Wiley, Chairman
Middlesex County Utilities Authority
Sayreville, New Jersey