



## Request for Proposal Questions and Responses

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**Request for Proposal:** Harm Reduction Nursing and Emergency Medical Technicians  
**Proposal Due Date:** Monday, March 18, 2024

1. Who is responsible for the development and implementation of training, protocols, and procedures?
  - a. The selected vendor is responsible for delivering licensed, qualified, and screened professionals. This includes all baseline skills and protocols that align with medical best practices. BPHC will provide training and protocols for site-specific workflows and program expectations.
2. Is there a Medical Director and Director of Nursing under whose guidance our staff will perform?
  - a. Clinical services are performed under the guidance of a BPHC Medical Director; however, the vendor is responsible for the supervision of staff.
3. Who is responsible for signing off on all duties of the contracted vendor staff?
  - a. Site-based program Director and Managers will oversee day-to-day operations of the program and can sign off on duties performed. The selected vendor is responsible for supervision and communications for the contracted staff.
4. Who is responsible for housing/storing all PHI?
  - a. The selected vendor is responsible for storage of any PHI stored, however BPHC may provide on-site storage of physical records as needed.
5. Would BPHC be able to provide a sample contract?
  - a. Sample contract is not available at this time but would be provided to the selected vendor in advance for review.
6. What are the insurance requirements?
  - a. The selected vendor is responsible for the provision of insurance, which should meet basic standards.
7. Is BPHC open to contract, liability, and insurance exceptions from vendors?
  - a. BPHC is open to discuss exceptions with selected vendor.
8. Will there be security on site?
  - a. On-site security is provided by BPHC.