**UNIVERSITY OF CALIFORNIA LOS ANGELES (UCLA) HEALTH**

**REQUEST FOR INFORMATION/PRE-QUALIFICATION**

**COOLING/HYPOTHERMIA DEVICES AND RAPID TRANSFUSION EQUIPMENT**

**RFI NUMBER 1002**

**DATE ISSUED: SEPTEMBER 25, 2019**

**DUE DATE: OCTOBER 9, 2019**

**REQUEST FOR INFORMATION/PRE-QUALIFICATION**

The Regents of the University of California on behalf of UCLA Health is soliciting information for providing UCLA Health and its constituent hospitals with cooling/hypothermia devices and rapid transfusion equipment as outlined herein.

# PROGRAM OVERVIEW

UCLA Health seeks to purchase new cooling/hypothermia devices rapid transfusion equipment as outlined herein for interested, participating vendors. The purpose of this Request for Information (RFI) or Pre-Qualification is to identify TWO rapid transfusion/infusion device vendors and TWO hypothermia device vendors for on-site trial evaluations and potential capital equipment purchases thereafter. Trial awards shall be based on the top 2 scores in the rapid transfusion/infusion and hypothermia device equipment categories respectively. Please see the respective Attachment 2A – Vendor Response Sheet-UCLA Health Cooling\_092519 and Attachment 2B – Vendor Response Sheet-UCLA Health Rapid Transfusion\_092519 spreadsheets. Vendors may choose to submit bids for either product category or both.

UCLA Health reserves the right to not make a trial award, or cancel this RFI at any time.

The awarded vendors for trials will then be scored during this evaluation process and a subsequent Request for Proposal will be posted for each of these vendor finalists. It shall be during this RFP phase that proposed pricing and trial results/feedback will be gathered and scored by UCLA Health to award the capital purchases in the respective hypothermia and/or rapid transfusion categories or both.

# UCLA HEALTH BACKGROUND

UCLA Health is among the most comprehensive and advanced healthcare systems in the world. It is comprised of the David Geffen School of Medicine, the [Ronald Reagan UCLA Medical Center](https://www.uclahealth.org/reagan/Pages/default.aspx), [UCLA Medical Center, Santa Monica](https://www.uclahealth.org/santa-monica/Pages/default.aspx), [Resnick Neuropsychiatric Hospital at UCLA](https://www.uclahealth.org/resnick/Pages/default.aspx), [Mattel Children's Hospital UCLA](https://www.uclahealth.org/mattel/Pages/default.aspx), the Faculty Practice Group (FPG), which includes the UCLA Medical Group with its wide-reaching system of primary-care and specialty-care offices throughout the Los Angeles region.

The UCLA Hospital System consists of the Ronald Reagan UCLA Medical Center, a 520-bed acute care hospital with outpatient services, Santa Monica UCLA & Orthopedic Hospital, a 266-bed acute care hospital with outpatient services, and Resnick Neuropsychiatric Hospital (RNPH), a 74-bed acute psychiatric hospital with outpatient services.

Our clinicians are world leaders in the diagnosis and treatment of complex illnesses, and our hospitals are among the best in the country. [Consistently ranked one of the top five hospitals in the nation and the best in the western United States by U.S. News & World Report](https://www.uclahealth.org/Pages/about/awards-and-achievements/ucla-rated-one-of-top-hospitals-in-the-u-s.aspx), UCLA Health is at the cutting edge of biomedical research. Our doctors and scientists are leaders in performing pioneering work across an astounding range of disciplines, from organ transplantation and cardiac surgery to neurosurgery and cancer treatment, bringing the latest discoveries to virtually every field of medicine.

The temporary labor program at the University of California Los Angeles Health aims to supplement and enhance the overall clinical and non-clinical staffing.

Additional information about UCLA Health is available at <https://www.uclahealth.org/Pages/Home.aspx>.

# RESPONSE DUE DATE

Responses are due on October 9, 2019 at 3:00 PM Pacific Time (PT).

# VENDOR TRIALS

Qualified vendors will be invited to participate in product/equipment with UCLA Health representatives. Each vendor shall allow at least three weeks, dependent on the number of cases evaluated, for UCLA Health to evaluate each device as it meets the objectives of this Request for Information (RFI). Qualified vendor finalists shall be available for meetings, conference calls, etc. to plan and in-service all applicable equipment. Finalists shall also provide adequate training, education, and service support to all affected staff members of UCLA Health before and during the evaluation period, at our discretion. Invitations to participate in the vendor trials shall be made no later than October 16, 2019.

Vendors should not make any travel arrangements until receipt of invitation to participate. UCLA Health will not be responsible for any costs associated with a vendor’s participation in these trials and/or for any expenses incurred should a vendor not be invited to participate in the evaluation process.

Vendor trials will be held at:

Ronald Reagan UCLA Medical Center

757 Westwood Plaza

Los Angeles, CA 90095

Santa Monica UCLA Medical Center

1250 16th Street

Santa Monica, CA 90404

UCLA Health reserves the right to reschedule the vendor trial dates and location.

# GENERAL INSTRUCTIONS

1. Failure to comply with the provisions outlined herein (General Instructions) will result in your proposal being non-qualified and rejected as non-responsive.
2. Responses via Attachment 2A – Vendor Response Sheet-UCLA Health Cooling\_092519 and/or Attachment 2B – Vendor Response Sheet-UCLA Health Rapid Transfusion\_092519 spreadsheets shall be submitted October 9, 2019 by 3:00 PM Pacific Time, via email to:

Victor Banh

Procurement & Strategic Sourcing, UCLA Health

10920 Wilshire Blvd., Suite 750

Los Angeles, CA 90024

(310) 794-0111

VBanh@mednet.ucla.edu

Subject Line: UCLA Health RFI# 1002 [Cooling/Hypothermia] OR [Rapid Transfusion]

 Two separate email submissions shall be sent to the individual above if bidding for both equipment categories.

1. Responses shall be made in the same order as provided in the RFI. Additional information and/or documents may be attached separately to the response. The RFI section and item numbers should be noted and referenced on any additional documents.
2. Deviations from the RFI expectations and requirements must be noted in respondent’s response. Respondents should be aware that any deviations to the minimum expectations and/or requirements as outlined in this RFI may result in disqualification.
3. Potential respondents may not make contact with any member of the UC Health and may only contact the authorized UC Health staff as outlined in this RFI.
4. Failure to comply with this requirement may result in the disqualification of the vendor in further participation of this RFI.

# SCHEDULE OF EVENTS

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| --- | --- |
| Distribution of RFIhttp://purchasing.uclahealth.org/bidding-on-jobs | September 25, 2019 |
| RFI Responses Due | October 9, 2019 |
| UCLA Health Scoring | October 10, 2019 thru October 15, 2019 |
| Invitations Sent to Vendor Finalists for Trial | October 16, 2019 |
| Vendor Trials | TBD with Each Vendor Finalists |
| Vendor Proposals Due | TBD  |
| UCLA RFP Scoring | TBD |
| Selection of Awarded Vendor(s) | TBD |

UCLA Health reserves the right to change and/or modify this schedule. All vendor participants will be notified of any changes.

# MINIMUM QUALIFICATION STANDARDS

Respondents must be able to demonstrate their current capability and possess a record of successful past performance in providing substantially similar products and/or services as those specified in this RFI. Accordingly, prospective Respondents must conform to the following minimum qualification standards and provide the required information in order to be considered for award.

Vendors must have verifiable successful experience in the last three (3) years in providing the range of products and services specified in this RFI as a primary vendor. Vendors must include with their submission the company name, address, contact name and phone number, and brief description of reference accounts meeting this criteria (See **Attachment 2A and 2B**).

Respondents must be able to demonstrate adequate staffing, personnel experience, and other resources necessary to provide and support the required products and/or services in the timeline specified.

Respondents must possess all trade, professional, or business licenses as may be required in order to complete the work specified in the RFI.

Respondents must comply with the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”) that establishes new privacy rules for the protection of patient health information. Among other things, the HIPAA Privacy Rule imposes specific security and confidentiality rules relating to individually identifiable, protected health information (“PHI”) in written, electronic or oral formats.

The vendor shall provide an electronic copy of its standard software license agreement with its RFI response (if applicable).

The vendor shall provide an electronic copy of any applicable software maintenance agreement with its RFI response.

If the vendor has previously negotiated a services or software license or Business Associates agreement with UCLA Health or another UC Medical Center, this shall be included in the response.

Respondents must have the ability to obtain the necessary insurance (ref.: University of California Terms and Conditions of Purchase, Appendix A).

CONTRACTOR represents and warrants to UCLA that CONTRACTOR and CONTRACTOR's representatives are not: (1i) currently excluded, debarred, or otherwise ineligible to participate in the Federal health care programs as defined in 42 U.S.C. Section 1320a-7b-(f) (the "Federal health care programs") and/or present on the exclusion database of the Office of the Inspector General ("OIG") or the Government Services Administration ("GSA"); (ii) convicted of a criminal offense related to the provision of health care items or services but have not yet been excluded, debarred, or otherwise declared ineligible to participate in the Federal health care programs; (iii) under investigation or otherwise aware of any circumstances which may result in CONTRACTOR's or any of CONTRACTOR's representatives being excluded from participation in the Federal health care programs and/or being included on the OIG and/or GSA exclusion database; (iv) debarred, suspended, excluded or disqualified by any Federal governmental agency or department or otherwise declared ineligible from receiving Federal contracts or federally approved subcontracts or from receiving Federal financial and nonfinancial assistance and benefits; and/or (v) under investigation or otherwise aware of any circumstances which may result in CONTRACTOR or any of CONTRACTOR'S representatives being debarred, suspended, excluded or disqualified by any Federal governmental agency or department or being excluded from receiving any Federal contracts or subcontracts or participating in any Federal financial and nonfinancial assistance and benefits. This shall be an ongoing representation and warranty during the term of this Agreement and CONTRACTOR shall immediately notify UCLA of any change in the status of any of the representations and/or warranties set forth in this Section. Any breach of this Section shall give UCLA the right to terminate this Agreement immediately for cause.

BEFORE ASSIGNING ANY EMPLOYEE TO ENTER UC PREMISES IN CONNECTION WITH ANY ORDER, THE CONTRACTOR SHALL CONDUCT THE BACKGROUND CHECKS LISTED BELOW. AS INDICATED IN UC'S AGREEMENT(S) WITH THE CONTRACTOR, CERTAIN FINDINGS PURSUANT TO THE BACKGROUND CHECKS MUST BE REPORTED TO THE UNIVERSITY OF CALIFORNIA AND WILL RESULT IN THE EMPLOYEE'S BEING UNABLE TO PERFORM WORK AT A UC SITE.

AN ACCEPTABLE BACKGROUND SCREEN SHALL CONSIST OF THE LAST 7 YEARS RESIDENCE AND EMPLOYMENT VERIFICATION AND CRIMINAL CONVICTION RECORDS INVESTIGATION CONDUCTED BY ONE OF THE SPECIFIED 3RD PARTY AGENCIES APPROVED BY THE UNIVERSITY OF CALIFORNIA. A CRIMINAL CONVICTIONS RECORDS INVESTIGATION SHALL CONSIST OF A RECORDS SEARCH (DOCUMENTED BY A WRITTEN REPORT RETAINED BY THE CONTRACTOR OF THE RESULTS OF SUCH SEARCH) BY THE APPROPRIATE LAW ENFORCEMENT OR OTHER LOCAL OR STATE AGENCY IN EACH LOCATION IN WHICH THE EMPLOYEE HAS RESIDED AND WORKED IN AT LEAST THE SEVEN YEARS PRECEDING THE DATE OF THE CRIMINAL CONVICTION RECORDS INVESTIGATION. A PERSON CONVICTED AS AN ADULT OF ANY ONE OF THE FOLLOWING SHALL NOT PERFORM WORK ON UC PREMISES: MURDER; MANSLAUGHTER; KIDNAPPING; RAPE; SEXUAL BATTERY OR GROSS SEXUAL IMPOSITION; DOMESTIC VIOLENCE; ASSAULT; ARSON; ROBBERY; BURGLARY; THEFT; EMBEZZLEMENT; FRAUD; DRUG POSSESSION, MANUFACTURING OR TRAFFICKING. A PERSON CONVICTED AS AN ADULT OF ANY FELONY, CONVICTED OF ANY FELONY, CONVICTED OF MORE THAN ONE MISDEMEANOR IN THE PREVIOUS TWO YEARS, OR CONVICTED OF MORE THAN FIVE MISDEMEANORS IN THE PREVIOUS SEVEN YEARS SHALL NOT PERFORM WORK ON UC PREMISES. UC MAY REQUIRE PERSONS, BEFORE ENTERING UC PREMISES, TO COMPLETE A CRIMINAL CONVICTIONS QUESTIONNAIRE. IN THE EVENT THAT UC HAS GROUNDS TO BELIEVE THAT AN EMPLOYEE OF CONTRACTOR HAS FALSIFIED THE CRIMINAL CONVICTIONS QUESTIONNAIRE IN ANY WAY, SUCH PERSON SHALL NOT PERFORM WORK ON UC PREMISES. UC RESERVES THE RIGHT, AT ITS DISCRETION, TO REQUEST FROM SUPPLIER DOCUMENTATION OF THE COMPLETION OF A CRIMINAL CONVICTIONS RECORDS INVESTIGATION FOR ANY EMPLOYEE ASSIGNED TO WORK ON UC'S PREMISES. THE CONTRACTOR'S FAILURE TO HAVE COMPLETED A CRIMINAL CONVICTIONS INVESTIGATION OF ANY OF ITS EMPLOYEES IN ACCORDANCE WITH THIS CLAUSE SHALL BE GROUNDS FOR IMMEDIATE EXPULSION OF THE CONTRACTOR FROM UC PREMISES AND UC SHALL HAVE THE RIGHT TO TERMINATE FOR DEFAULT ALL ORDERS.

In addition to the information required above, University may request additional information either from the Respondent or others, to verify the Respondent’s ability to successfully meet the requirements of this RFI.

# EVALUATION AND METHOD OF AWARD

Qualifications resulting from this RFI, if any, will be awarded to the responsive and responsible Respondent offering the greatest benefit to the University, as determined by University, when considering technical suitability for intended University purpose, supplier performance potential.

Submissions will be examined by a University evaluation team and scoredusing a quality point system. The intent of the evaluation process is to determine, through application of uniform criteria, how effectively the proposed products and/or services satisfy the University’s requirements. In addition to material provided in the submission, the evaluation team may utilize site visits, or may request oral presentations, additional material, information, or references from the Supplier and others. The evaluation team will assign quality point scores to each submission using the criteria listed below. The points assigned by each evaluator will be added together to determine the total quality points for each submission.

Factors that will be used to evaluate submissions include:

* Company Qualifications & Experience
* Overall RFI response (i.e. compliance with RFI instructions, completeness)
* Compliance with requirements
* Implementation Expertise

Exceptions taken in responses, or irregularities therein, may be negotiated with or corrected by the respondent involved provided that, in the judgment of the University, such action will not negate fair competition and will permit proper comparative evaluation of submissions. The University's waiver of an immaterial deviation or defect shall in no way modify the RFI documents or excuse the respondent from full compliance with the RFI specifications in the event the Qualification is awarded to that respondent.

The University reserves the right to accept or reject any or all submissions, make more than one qualification, or no qualification, as the best interests of University may appear. Any contract awarded in a follow-on Request for Proposal issued to vendors qualifying pursuant to this RFI will incorporate the requirements and specifications contained in the RFI, as well the contents of the respondent's submission as accepted by the University.

# RESTRICTION ON COMMUNICATIONS

Except for the University contact designated in this RFI, Respondents arenot permitted to communicate with University staff regarding this solicitation during the period between the Request for Information issue date, and the announcement of awards, except during:

* The course of a Respondents' conference, if conducted;
* Oral presentations and site visits, if conducted.

If a Respondent is found to be in violation of this provision, the University reserves the right to rejectthe response.

**Rejection of Responses**

The University reserves the right to reject submissions that are non-responsive, including, without limitation, submissions that contain the following defects:

* Late or incomplete submissions;
* Failure to conform to the rules or requirements contained in the RFI;
* Failure to sign the submission;
* Proof of collusion among respondents, in which case all submissions involved in the collusive action will be rejected;
* Non-compliance with applicable law, unauthorized additions or deletions, conditional submissions, or irregularities of any kind which may tend to make the submission incomplete, indefinite or ambiguous as to its meaning;
* Provisions reserving the right to accept or reject an award, or to enter into a contract containing terms and conditions that are contrary to those in the solicitation;

# SUBMISSION PREPARATION COSTS

The University will not be responsible under any circumstances for any costs incurred by the respondents in the generation and submission of responses, site visits, presentations, documentation, or marketing literature.

# DISCLOSURE OF RECORDS

All submissions, supporting materials, and related documentation will become the property of the University.

This RFI, together with copies of all documents pertaining to any award, if issued, shall be kept for a period of five years from date of contract expiration or termination and made part of a file or record, which shall be open to public inspection. If the response contains any trade secrets that should not be disclosed to the public or used by University for any purpose other than evaluation of your approach, the top of each sheet of such information must be marked "CONFIDENTIAL INFORMATION". All information submitted as part of the submission must be open to public inspection (except items marked as trade secrets and considered trade secrets under the California Public Records Act) after the award has been made.

Should a request be made of University for information that has been designated as confidential by the respondent and on the basis of that designation, University denies the request for information; the respondent shall be responsible for all legal costs necessary to defend such action if the denial is challenged in a court of law.

# INSURANCE REQUIREMENTS

If work is to be performed on University premises, supplier(s) shall furnish a certificate of insurance acceptable to University (Ref.: University of California Terms and Conditions of Purchase). All certificates shall name the Regents of the University of California as an additional insured. The certificate must be submitted to the Purchasing Department prior to the commencement of services. Certificates of insurance must be delivered to:

Victor Banh

Procurement & Strategic Sourcing, UCLA Health

10920 Wilshire Blvd., Suite 750

Los Angeles, CA 90024

(310) 794-0144

VBanh@mednet.ucla.edu

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# AUDIT REQUIREMENTS

Any agreement resulting from this Request for Information shall be subject to examination and audit by University and the State of California for a period of three (3) years after final payment. The examination and audit shall be confined to those matters connected with the performance of the agreement, including but not limited to, the costs of administering the agreement.

# MARKETING REFERENCES

The successful Respondent shall be prohibited from making any reference to the University, in any literature, promotional material, brochures, or sales presentations without the express written consent of the UCLA Public Information Office.