

Wheeling-Ohio County Health Department
Project HOPE Homeless Outreach Program

Request for Quotation

Purpose

The purpose of this Request for Quotation (RFQ) is to provide all labor, material and anything incidental to the acquisition of a new mobile medical vehicle. The award will be made to the overall bid that complies with the specifications and agency needs.

Background

The Wheeling-Ohio County Health Department is a public health agency located in the Northern Panhandle of West Virginia. The department is committed to the ongoing core functions of public health; assessment of the community's health needs and resources, policy development to address the health needs of the community, and assurance that the health needs of the community will be met. The department is a city/county health department and is governed by the Wheeling-Ohio County Board of Health.

Project HOPE is a public health program of the department which provides access to medical care for unsheltered men, women, and children. Bridging the gap between the homeless and the health care system through direct street outreach. Creating relationships by dispensing medical care with compassion and respect, while maintaining dignity. The program strives to; improve access to medical care for the homeless, by linking them to primary care providers, breakdown stereotypes by promoting positive dialogues between the homeless and providers, create an environment of dignity and respect for the homeless and providers, promote health literacy, healthier lifestyles, and overall wellbeing, provide education for students of various disciplines to practice street medicine.

Intent

The intent of the Request for Quotation is to provide the Wheeling-Ohio County Health Department's HOPE Program with a new and customized, mobile medical vehicle. The foregoing specifications are to be considered nominal and approximate. Minor deviations from the stated specifications are acceptable to facilitate a competitive bid atmosphere provided the intent of the Request for Quotation or the vehicle is not compromised.

The mobile medical vehicle will be used to provide primary care, public health and educational services. The vehicle will be operated 2-3 days a week within the community and will be parked in a garage. Community members will board the vehicle for services. The vehicle will also be used at health fairs and other health promotion events.

The mobile medical vehicle will be outfitted for basic medical services. The unit will have a small lab, storage and examination area.

Technical Specification Requirements for a mobile medical clinic

- New vehicle not previously owned or used and delivered with the full manufacture's standard warranty.
 - All operator's manuals and supporting manuals for all equipment
 - Depending on location, agency may agree to pick up vehicle
- 2019 Mercedes-Benz, Ford, Ram, Nissan or equivalent chassis
 - Operable without a specialized CDL license
 - 10,000 or less GVWR
 - Power Steering
 - Power Locks/Windows
 - Cloth Seats (Driver and Passenger)
 - Rear view back up video and camera system
 - Audible back up alarm
 - Standard cab area for seating for both driver and passenger
 - Cab Heat and AC
 - Anti lock disc brakes
 - Standard AM/FM radio
 - Spare Tire
- Gasoline engine & automatic transmission
- Preferred vehicle length – 22 feet or less
- Contain a one exam area and equipment, including:
 - Exam area for general health services
 - Examination table
 - Overhead light for exam table
 - Cabinet for medicines and supplies with locks
 - Pull down desk or adjustable table to accommodate office work
 - Weight scale
 - Vitals monitor (Otoscope/Ophthalmoscope)
 - Adjustable stool or chair for service provider
 - Hand Sanitizer dispenser
- Air Conditioner/Heating Units for exam area
- Laboratory area including:
 - Sink with hot and cold running water
 - Soap dispenser
 - Storage cabinets and drawers with locks
 - Refrigerator/freezer (medical grade for storage of vaccines), under counter placement (2 to 2.5 Cu Ft)
- On-board/installed generator capable of providing adequate power necessary to start and run all electrical equipment (including installed rooftop air conditioning units). Run on gasoline.

- Interior
 - Installed safety equipment including fire extinguisher
 - Solid surface counter tops
 - Interior finished in light colors
 - Flat screen TV and DVD player
 - Floor shall be surfaced with a heavy-duty vinyl linoleum
 - Wiring for computer and internet with Wi-Fi capability
 - Install coat hooks at convenient locations within body interior
 - Provisions for securing all equipment during operational transit
- Exterior
 - Exterior customized graphic wrap
 - Graphic artwork will meet the customer specifications
 - Exterior retractable awning
 - Exterior color white
 - Side patient/staff entrance
 - Rear entrance for staff only
- Leveling/Stabilizing system
- Special consideration should be given to the climate and environmental conditions of the Ohio Valley area, including cold, snow, road salt, ice, winter seasons and summer seasons. Vehicle will be used in all seasons.
- Plumbing; all plumbing will meet current standards
- Electrical; all electrical will meet current standards
 - Outside electrical hookup

Special Conditions

1. Vendor shall coordinate purchase with a designated representative from the office.
2. Vendor shall be regularly and continuously engaged in the business of providing mobile health vehicles.
3. No vehicle will be traded in from the department.
4. Compliance with Law and Regulations.
5. Vehicle will be delivered to department.
 - a. Vendor will provide basic review and standard training session on use of the vehicle and delivered equipment. (four hours minimum)
6. The vendor shall pay any sales, use and personal property taxes arising out of this contract and the transactions contemplated thereby. Any other taxes levied upon this contract, the transaction, or the equipment, or services delivered pursuant hereto shall be borne by the vendor.

Termination of the Contract

The Wheeling-Ohio County Health Department may terminate a contract resulting from this RFQ at any time that the vendor fails to carry out its responsibilities under the terms of this RFQ or contract to the satisfaction of the Wheeling-Ohio County Health Department.

The contract may also be terminated upon mutual agreement of the parties with thirty (30) days prior notice.

Invoicing and Payments

The vendor shall submit invoice for payment to the following address:

Wheeling-Ohio County Health Department
HOPE Program
Attention: Howard Gamble
1500 Chapline Street
Wheeling, WV 26003

State law forbids payment of invoices prior to the receipt of services.

Quotation

Vendors will provide a written quotation for the above vehicle by May 17, 2019 by 12:00pm.

Quotations should be sent to:

Wheeling-Ohio County Health Department
HOPE Program
Attention: Howard Gamble
1500 Chapline Street
Wheeling, WV 26003.

The written quotation should be valid by dealership for 90 days after being notified that the dealership's quotation was accepted.