

REQUEST FOR PROPOSALS (RFP) FOR

INMATE DENTAL SERVICES

to be provided to the

MILLARD COUNTY JAIL

FILLMORE, UTAH

GENERAL INFORMATION AND REQUIREMENTS

Millard County is requesting sealed proposals from dental applicants to provide general dental services, to include tooth extractions, for the county inmates housed in the Millard County Jail located at 765 South Highway 99, Fillmore, Utah 84631. A qualified applicant will be selected by the Millard County Commission upon recommendation of the Millard County Sheriff. One original and two copies of the sealed proposal must be delivered or emailed as follows:

Millard County Auditor's Office
50 South Main Street
Fillmore, Utah 84631
millardbids@co.Millard.ut.us

The closing date and time is March 31, 2025, at 5:00 p.m. All proposals must be received no later than March 31, 2025 at 5:00 p.m., and shall be either mailed or emailed. Proposals received after the deadline will not be considered. Sealed proposals will be formally received and opened at the meeting of the Millard County Commission which will be held on April 1, 2025 at 10:00 a.m. Proposals must be sealed and be plainly marked on the front of the envelope (or in the subject line of the email, if emailed) as follows: **"Inmate Dental Services Proposal"**.

Millard County shall not be liable for any costs incurred in preparing or submitting proposals. Millard County reserves the right to reject any and all proposals and to select the proposal considered most advantageous to Millard County.

SCOPE OF RFP

Millard County is requesting proposals from active state licensed Dentists who are qualified and licensed to practice dentistry in the State of Utah. This position will provide dental services to male and female county inmates housed at the Millard County Jail. The average daily population is 20- 30 county inmates.

The successful vendor (hereafter the "provider") will administer on-site dental care to county inmates in the Millard County Jail. It is anticipated that the provider will spend an average of two to four hours per visit on site for scheduled visits with inmates, with an average of 6 visits per year. However, the provider will be required to respond to bona fide emergencies as needed (PRN) and to other dental needs as determined by the nursing staff of the Millard County Jail after consultation with the provider. The provider will prescribe appropriate medications and order additional testing as medically necessary. The provider will supervise Millard County Jail nursing staff in the dispensing of provider prescribed medications.

The provider will be expected to keep and maintain all dental charts and records as required by law. The Millard County Sheriff's Office shall be the owner and custodian of all such records.

The provider will not be required to provide secondary or tertiary level services, but may be required to consult with outside specialists and to refer inmates as medically necessary. The provider will not be responsible for providing elective dental care to inmates. "Elective dental care" is dental care that, if

not provided, would not, in the opinion of the provider, cause the inmate's health to deteriorate or to cause definite harm to the inmate's well-being.

The provider will be required to implement and follow procedures, practices, and protocols that are consistent with Millard County Jail policy and all state, local and federal statutes and regulations governing the provision of dental services to the jail inmates.

PROPOSAL REQUIREMENTS

Minimum submission requirements include:

- Provider information - Name, address, telephone number, fax number, e-mail, and primary contact
- Qualifications - A narrative statement specifying why you believe you are qualified to undertake this position. Include resume or curriculum vitae.
- Scope of Services - Examples of specific knowledge and expertise related to this type of position.
- Education - DDS/DMD Degree, Active State Dental License, provide information on continuing education and training.
- Lawsuits and claims - Full disclosure of all lawsuits and claims finalizing with an award against you in the past twenty-four (24) calendar months

SITE VISIT

Site visits may be scheduled by contacting Lindsay Mitchell, Millard County Sheriff's Office Manager@: 435-743-5302. Site visits must be scheduled at least 72 hours in advance.

INSURANCE AND INDEMNITY REQUIREMENTS

Provider shall furnish Millard County with a Certificate of Insurance indicating proof of the following coverage's from companies licensed in the State of Utah or otherwise authorized to write coverage in the State of Utah:

- A. Commercial General Liability with a minimum of \$1,000,000 per occurrence/\$2,000,000 aggregate combined Single Limit for Bodily Injury. Such insurance shall include ninety (90) day notice to the County prior to cancellation or material policy changes.
- B. The provider shall be required to hold harmless, defend and indemnify Millard County and its officers and employees from all claims of bodily injury, including death and property damage, arising from or alleged to be caused by the provider's acts or omissions related to the performance of the provider.

Selection Criteria

Proposals submitted will be evaluated based on criteria including, but not limited to the following:

General qualifications, experience, and adequacy of proposal

Interviews may be held with individual respondents who meet the qualification and experience criteria in order to clarify any specifications of the position. Wages/dental service compensation will be determined by the Sheriff and County Commission. Millard County reserves the right to negotiate specifications, terms, and conditions with the contracted provider.