SOLICITATION OF INTEREST: MOBILE ANESTHESIA SERVICES

1. AGENCY: NYS Office for People with Developmental Disabilities (OPWDD)

2. DIVISION: Contract Management Unit

3. CLASSIFICATION: Mobile Anesthesia Services

4. OPPORTUNITY TYPE: Solicitation of Interest (SOI) OPD-2024-03

THIS IS NOT A REQUEST FOR PROPOSALS. THIS IS A SOLICITATION OF INTEREST. Per NYS Procurement Guidelines, prior to issuing a formal bid or request for proposals, an agency may reach out to the vendor community to determine the capabilities and interests of the marketplace in participating in a potential formal bid.

5. DATE OF ISSUE: FEBRUARY 2, 2025

6. DATE OF REISSUE: APRIL 16, 2025

7. DUE DATE FOR QUESTIONS AND REQUESTS FOR CLARIFICATIONS: APRIL 25, 2025

8. ISSUANCE OF RESPONSES TO QUESTIONS / CLARIFICATIONS: MAY 2, 2025

9. DUE DATE FOR SUBMISSION OF SOI RESPONSE: MAY 9, 2025

Qualified vendors may express interest by completing the Response Form attached and submitting it to: procurement@opwdd.ny.gov, by May 9, 2025.

10. DESCRIPTION:

OPWDD is soliciting email responses from qualified vendors that can provide mobile anesthesia services in OPWDD's dental clinics throughout the state.

11. BACKGROUND:

OPWDD is a New York State executive agency responsible for the provision, regulation, and oversight of services to New York State individuals with developmental disabilities. Individuals served by OPWDD have a documented history of diagnoses that could include, but not be limited to, intellectual disabilities, cerebral palsy, epilepsy, neurological impairments, and autism spectrum disorders (https://opwdd.ny.gov/).

OPWDD provides services and supports directly and through a network of approximately 500 nonprofit service-providing agencies, with about 80 percent of services provided by the private nonprofits and 20 percent provided by state-run services.

12. ELIGIBILITY:

The provider must be a **Dental Anesthesiologist** or a **Physician Anesthesiologist**, certified in Advanced Cardiac Life Support and any other NYS required protocols should an emergency arise.

13. SERVICES:

OPWDD needs mobile anesthesia services to be provided in its dental clinics throughout the state. These services would consist of conscious or controlled anesthesia for individuals with developmental disabilities who require advanced sedation to complete imperative dental procedures. The provider would administer the appropriate anesthesia so that an OPWDD dentist can perform the dental treatment needed. The provider would also be responsible for post anesthesia monitoring.

14. WORK METHODOLOGY:

Anesthesia providers will be identified and referred by the contractors to meet with the clinics at which they will provide services. The contractors will be responsible for performing required background checks and submitting evidence to OPWDD.

After all necessary confirmation of background checks and Medicaid eligibility, the providers will receive orientation to OPWDD, its electronic records and dental clinics.

In conjunction with the dental clinic, OPWDD will develop a service schedule for the provider.

Feedback from patients is always requested at the Article 16 clinics. Dentist and patient satisfaction with the services will be reviewed periodically.

15. STAFF:

The contractor will have the ability to provide enough staff to cover the dates/times and number of individuals to be seen during an agreed upon schedule. It is expected that services will be needed 2 days per week, per location.

The contractor will have the ability to provide post anesthesia monitoring and care until discharge from the clinic. OPWDD will assign RNs to dental monitoring.

OPWDD will review, assess, and provide needed ancillary staff to ensure the Contractor has needed assistance to adequately perform their duties.

16. LOCATION OF SERVICES: It is expected that all services would be provided on site in the following clinics:

	DENTAL CLINIC ADDRESS	NUMBER OF CHAIRS
Region 1	Main Clinic- 620 Westfall Rd Rochester, NY	**2**
	Parkside Clinic Satellite- 5259 Parkside Dr. Canandaigua, NY 11424	**1**
	Tymeson Clinic Satellite- 703 E Maple Ave Newark, NY 14513	**2**
	Doty Clinic Satellite- 295 Jemison Dr Geneseo, NY 14454	**1**
Region 2	249 Glenwood Road, Binghamton NY 13905	**3**
	276 County Rd. 46, Norwich, NY 13815	**1**
Region 3	200 Smith Drive, Corinth, NY 12822	**1**
	500 Balltown Road, Schenectady.	**1**
Region 4	Taconic DDSOO Main Campus, 26 Center Circle, Wassaic, NY 12592	**3**
Region 6	80-45 Winchester Blvd. Bldg #80, Suite B013 Queens Village, NY 11428	**2**

Note: Region 1 (Western New York) and Region 5 do not have clinics yet. Patients from these regions receive services in another region or receive services in the region if appropriate services are available.

17. EQUIPMENT

The provider will identify all necessary equipment and materials such as ventilator, video-laryngoscope, medications, IV supplies, syringes, etc. and submit a list to OPWDD.

It is preferable that providers use their own equipment and materials. For those vendors who cannot bring their own equipment, OPWDD will provide the required equipment. As this equipment would be used by the contractor, the contractor will ensure that all equipment is maintained and inspected as required by the manufacturer. However, all equipment will remain OPWDD's property.

18. GENERAL REQUIREMENTS:

The contractors' anesthesia providers may call consultants or specialists, after discussion with OPWDD dentists, when it is in the best interest of the individual.

The contractors' anesthesia providers shall be cognizant of the manner in which individuals are received, the efforts to meet their needs, and other aspects of courtesy, compassion, and sound care.

Any treatment rendered by the contractor's anesthesia providers shall be consistent with OPWDD's reasonable capability and the standards established in the health care community.

All actions and activities by the contractor's anesthesia providers shall be in conformity with all state and federal laws.

The contractor shall carry or cause each anesthesia provider to carry a policy or policies of professional liability insurance coverage covering all professional activities of the anesthesia provider. Written evidence of such insurance coverage will be provided to OPWDD upon its reasonable request.

It will be preferable for the contractor to have admitting privileges at the nearest hospitals to ensure the required back-up care for emergencies.

19. INFORMATION MANAGEMENT

The contractor will be expected to insert all notes and billing codes in OPWDD's current electronic health record. OPWDD will train the contractor on how to perform these tasks.

The contractor shall comply, and shall cause it's anesthesia providers to comply with all applicable laws, rules, regulations, standards, guidelines, policies, procedures and bylaws promulgated by all applicable regulatory authorities and all applicable policies and procedures of contractor and OPWDD regarding maintaining the confidentiality of the identity and the privacy of the individuals treated at OPWDD, and of any individually identifiable health information relating to these individuals ("Protected Health Information" or "PHI").

20. CONTACTS

The following are the contacts for this SOI.

Primary Contacts	**Secondary Contacts**
Graciela Martin Contract Management Unit NYS Office for People With Developmental Disabilities 44 Holland Ave, 5th Floor Albany, NY 12229 Procurement@opwdd.ny.gov	Shannon Plasencia / Marc Kleinhenz Contract Management Unit NYS Office for People With Developmental Disabilities 44 Holland Ave, 5th Floor Albany, NY 12229 Procurement@opwdd.ny.gov

21. DISCLAIMER

This SOI is not a contract offer and it is not an open solicitation for any services but rather an informational inquiry by OPWDD. This SOI does not commit OPWDD to conduct a procurement, award a contract, pay any costs incurred in preparing a response, or to procure or contract for services or supplies. Qualified entities are encouraged to respond to this SOI; however, failure to submit a response will not impact a respondent's ability to submit a response to any future competitive solicitation process (if any) for projects. Respondents are advised that all costs associated with responding to this SOI will be solely at their expense. There are no representations or warranties regarding the accuracy or completeness of the information contained in this SOI. Respondents are responsible for making their own evaluation of information and data contained in this SOI and for preparing and submitting responses to this SOI.

22. PROCUREMENT LAW

Since this is not a solicitation that will result in a contract, the procurement lobbying law does not apply; therefore, there is no restricted period.