



**STATE OF TENNESSEE
DEPARTMENT OF INTELLECTUAL AND DEVELOPMENTAL DISABILITY**

**REQUEST FOR INFORMATION
FOR
MOBILE SEATING AND POSITIONING CLINIC**

**RFI # 34401-16106
9/9/2016**

1. STATEMENT OF PURPOSE:

The State of Tennessee, Department Of Intellectual And Developmental Disability issues this Request for Information ("RFI") for the purpose of a mobile Seating and Positioning Clinic. We appreciate your input and participation in this process.

2. BACKGROUND:

DIDD is seeking to procure a mobile Seating and Positioning vehicle, which will travel to our various locations statewide. It will assist residents with making, adjusting and re-working their devices. DIDD seeks to procure either a trailer that is self-contained, with all the components needed to do the necessary work, or a bus that can do the same. Attached is a rough diagram of what DIDD is hoping to procure, as well as a list of what is desired for inside the vehicle. The purpose of this RFI is to go into detail about what is needed in the vehicle and how best to accommodate.

3. COMMUNICATIONS:

Please submit your response to this RFI to:

Robert Maurer | Sourcing Account Specialist
Central Procurement Office
Tennessee Tower, 3rd Floor
312 Rosa L. Parks Ave, Nashville, TN 37243
P. 615-741-1281
Robert.maurer@tn.gov

3.1. Please reference RFI # [34401-16106] with all communications to this RFI.

3.2. A RFI Conference will be held at the time and date detailed in the RFI § 4, Schedule of Events. Please contact the main point of contact, referenced in RFI § 3.2., to RSVP for the

Pre-Response Conference. Your response is necessary to ensure that there is adequate space to accommodate overall attendance. The Conference will be held at:

William R Snodgrass Building
312 Rosa L Parks Ave
3rd floor, conference room G
Nashville, TN 37243

4. RFI SCHEDULE OF EVENTS:

EVENT		TIME (Central Time Zone)	DATE (all dates are State business days)
1.	RFI Issued		9/9/16
2.	RSVP to Attend Conference	2:00PM	9/15/16
3.	RFI Conference	10:00AM	9/28/16

5. GENERAL INFORMATION:

- 5.1. Please note that responding to this RFI is not a prerequisite for responding to any future solicitations related to this project and a response to this RFI will not create any contract rights. Responses to this RFI will become property of the State.

- 5.2. The information gathered during this RFI is part of an ongoing procurement. In order to prevent an unfair advantage among potential respondents, the RFI responses will not be available until after the completion of evaluation of any responses, proposals, or bids resulting from a Request for Qualifications, Request for Proposals, Invitation to Bid or other procurement method. In the event that the state chooses not to go further in the procurement process and responses are never evaluated, the responses to the procurement including the responses to the RFI, will be considered confidential by the State.

- 5.3. The State will not pay for any costs associated with responding to this RFI.

6. INFORMATIONAL FORMS:

The State is requesting the following information from all interested parties. Please fill out the following forms:

RFI #34401-16106

TECHNICAL INFORMATIONAL FORM

1. RESPONDENT LEGAL ENTITY NAME:

2. RESPONDENT CONTACT PERSON:

Name, Title:

Address:

Phone Number:

Email:

3. BRIEF DESCRIPTION OF EXPERIENCE PROVIDING SIMILAR SCOPE OF SERVICES/PRODUCTS

COST INFORMATIONAL FORM

1. Describe what pricing units you typically utilize for similar services or goods (e.g., per hour, each, etc.):

2. Describe the typical price range for similar services or goods

ADDITIONAL CONSIDERATIONS

1. Please provide input on alternative approaches or additional things to consider that might benefit the State:

Mobile clinic for the seating and positioning clinic

The seating and positioning clinics have been given the opportunity and funds to open a mobile clinic to allow us to go to people that can't come to us. The following is a rough idea of what we'd like it to look like.

- Solid floor that is anti-microbial floor
 - 102 wide x 36 feet
 - Lift- with a 5,000 lift capacity with a large enough door to accommodate most wheelchairs
 - Ceiling lift that is encased above roof (reinforced to accommodate the ceiling lift and clients being lifted)- if we can make this happen
 - Air condition with a vent to separate the shop area from the clinic area (keep dust from coming back into the clinic area) we talked about the air conditioner and heat being above the roof to not take up additional space
 - Modesty station that separates the driving section from the clinic area
 - Driver and co-pilot set up
 - Wall area with a door separating the shop space from the clinic space (can we do a pocket door?) what is the difference in cost between pocket door and regular door?
 - Would like a to have a curtain that can pull around the mat table for privacy
 - We will need a sink for washing hands
 - The system will have to run on a generator
 - We need as much under storage as possible
 - White exterior with graphics
 - We will need 2 seats at the front of the bus for additional staff members to be safe during transport
 - Back up camera to help with navigating
 - Cabinets down one wall with counter top and possibly same set up but smaller in the shop area
- In addition:
- We will need a laptop with jet pack
 - Planar and molded simulator (AT to purchase)
 - GPS for clinic
 - Rolling table for the clinic
 - Tools for the shop (grinder, small band saw, bracket bender, hand grinder, air compressor)
 - Rockcliner
 - High low mat table