

**STATE OF TENNESSEE
DEPARTMENT OF HEALTH**

REQUEST FOR APPLICATION

FOR

**LONG TERM CARE FACILITIES REIMBURSEMENT OF INFECTION PREVENTION
RESOURCES AND SUPPORT**

RFA # 34349-17424

REQUEST FOR APPLICATION

STATE OF TENNESSEE

DEPARTMENT OF HEALTH

I. Introduction:

The Department of Health is providing this funding to assist Long Term Care Facilities (LTCF). Healthcare Associated Infections/Antibiotic Resistance (HAI/AR) will establish a reimbursement process for COVID-19 resources and support needed to build and maintain the infection prevention infrastructure necessary to support residents, visitors, and facility healthcare personnel safety. These funds shall be utilized to assist in infection prevention measures needed for preparedness during outbreaks such as COVID.

The purchases may include, but are not limited to:

- A. Supplies (Personal Protective Equipment (PPE), High Efficiency Particulate Air (HEPA) filter, Ultraviolet (UV) disinfecting devices, alcohol-based hand rub dispensers);
- B. Equipment (electronics, computers, rolling laptop stands, furniture, cleaning equipment (cart and cleaning equipment), isolation carts);
- C. Minor construction (conversion to single occupancy bathrooms, environmental remediations, hands free faucets);
- D. Staff certifications (Long Term Care Infection Preventionist (LTC-IP), Certification in Infection Prevention and Control CIC); and
- E. Other purchases as approved by the State.

The State is seeking applications to provide the services outlined in this RFA. The State will offer **200** grant(s) for up to a total of **\$4,000,000.00**. The project period is expected to begin on **September 1, 2023** and end April 1, 2024. At this time, no additional funding is expected beyond the project period. The number and amount awarded will depend on the number of the **Applications** received.

II. APPLICATIONS:

To respond to this Request for Application, please complete the **Application and Competitive Requirements**. See also IRS Form W9 and State of Tennessee, Department of Finance and Administration ACH (Automated Clearing House) Credits

and Instructions for completion. The **Application** contains detailed questions about your organization’s background and the specifics of your proposed project. Please complete the application of how you intend to spend the available funds, detailing the services that will be provided by your organization.

III. Schedule of Events

The following is the anticipated schedule for awarding grants for the Long Term Care Facilities Infection Prevention Resources and Support. The State reserves the right to adjust the schedule as it deems necessary.

EVENT	TIME (Central Time)	DATE (All dates are state business days)
1. RFA Issued		August 7, 2023
2. Pre-response Teleconference	1:00 p.m.	August 10, 2023
3. Written “Questions & Comments” Deadline	2:00 p.m.	August 14, 2023
4. State Response to Written “Questions & Comments”		August 17, 2023
5. Deadline for Applications	2:00 p.m.	August 25, 2023
6. Evaluation Notice Released		August 31, 2023
7. Effective Start Date of Contract		September 1, 2023

Pre-response Teleconference:

A Pre-response Teleconference will be held at the time and date detailed in the RFA Schedule of Events to answer questions concerning the funding opportunity. The information for the Pre-response Teleconference is as follows:

Meeting Name: RFA #34349-17424 Teleconference

Meeting number (access code): 2319 886 6738

Meeting password: CYuX6q2zpu4

Meeting Link:

<https://tn.webex.com/tn/j.php?MTID=m8560cfea8128806a132b2176ff6562cd>

Join by phone: +1-415-655-0001 US TOLL

Any applicant desiring to submit an application in response to this RFA is encouraged to have at least one (1) representative on the teleconference, however attendance is not mandatory. If you cannot participate, please direct your questions by the scheduled deadline as indicated above, to Melissa Painter, Competitive Procurement Coordinator, listed below in Section IV.

Questions and Answers:

All questions concerning this RFA must be presented to the Competitive Procurement Coordinator shown in Section IV., in writing, on or before the Deadline for Written Questions and Comments as detailed above in the Schedule of Events. Questions may be emailed to the Competitive Procurement Coordinator. The State's responses will be emailed and posted as an Amendment to the following website:
<https://www.tn.gov/health/funding-opportunities.html>.

Deadlines stated above are critical. If documents are submitted late, they will be deemed to be late and cannot be accepted. The clock-in time will be determined by the time of the online submission. No other clock or watch will have any bearing on the time of application receipt.

Each applicant shall assume the risk of the method of dispatching any communication or application to the State. The State assumes no responsibility for delays or delivery failures resulting from the method of dispatch.

IV. Submission of APPLICATIONS:

Please submit the completed application with all attachments by online submission via the following link no later than the deadline specified in Section III, Schedule of Events in the form and detail specified in this RFA.

Web Link: <https://www.tn.gov/health/funding-opportunities.html>

The Competitive Procurement Coordinator at the address shown is the sole point of contact for this competitive process. **The APPLICATION and all attachments must use 12-point font.**

Melissa Painter
Competitive Procurement Coordinator
Service Procurement Program
Division of Administrative Services
Andrew Johnson Tower, 5th Floor
710 James Robertson Parkway
Nashville, TN 37243
Phone: (615) 741-0285
Fax: (615) 741-3840
Email: Competitive.Health@tn.gov

Checklist for Submission of Applications:

- Application (**Attachment 1**)
- State of Tennessee, Department of Finance and Administration ACH (Automated Clearing House) Credits and Instructions (**Mailed per instructions on form.**)
- Form W-9, Request for Taxpayer Identification Number (TIN) and Certification (**Mailed with ACH form.**)

V. Application Evaluation:

An evaluation committee made up of at least three (3) representatives of the Department of Health will be established to judge the merit of eligible applications.

- A. The committee shall review applications on the basis of the information requested in the RFA. Applications will be evaluated based on the following criteria:

List the criteria that you are wanting from the application process with the scoring component

- County of facility – 10 points
- Impact statement relating to emerging infections and COVID-19 – 20 points
- Proposed plan to implement infection control and prevention strategies – 20 points
- Proposed expenses related to infection control/prevention – 50 points

The committee will evaluate and recommend for selection to the Commissioner of the Department of Health, the applications which are most responsive to the State's needs.

- B. Any application that is incomplete or contains significant inconsistencies or inaccuracies shall be rejected. The State reserves the right to waive minor variances or reject any or all applications. The State reserves the right to request clarifications from all applicants.

VI. Sample Terms and Conditions:

Following the State's evaluation, terms and conditions will be prepared as shown in the **Sample Terms and Conditions**.

It is imperative that each applicant review the entire Sample Terms and Conditions with their legal counsel prior to submitting an application for a LTCF Infection Prevention Resources and Support grant award and notify the State *in advance* if it cannot accept any terms or conditions. Please submit any exceptions to terms and conditions

language with the Application for a LTCF Infection Prevention Resources and Support
Taking any exceptions to State terms and conditions language may result in the Application being deemed non-responsive and rejected. Any later requests for terms and conditions changes will not be considered.