Physician Lead, Scarborough North Sub-Region

RFP 02-17

Schedule 1

RFP Data Sheet

RFP DATA SHEET
SCHEDULE 1 TO THE RFP

RFP SECTION REFERENCE AND DESCRIPTION	ITEM
RFP Section 1.1(1) Name of LHIN	Central East Local Health Integration Network (LHIN) is issuing this Request for Proposals (RFP).
RFP Section 1.1(1) Description of Goods and/or Services	The key objective of this RFP : This RFP is an invitation to licensed physicians currently providing health care services to submit proposals for the provision of Physician Lead services within the geographic area of the Scarborough North Sub-Region for the Central East LHIN. With accountability to the Central East LHIN, the Sub-Region Physician Lead will be responsible for local quality initiatives, working closely with primary care providers, inter-professional teams, and administrative leads in the Scarborough North Sub-Region to achieve provincially defined performance metrics, and to develop a more integrated network of care at the sub-region level, including primary care, public health, home and community care, mental health and addiction, long term care and acute care.
RFP Section 1.1(1) – RFP Number	The RFP Number is _____02-17_____.
RFP Section 1.2 Prequalified Parties	This RFP Process is unrestricted and open to all physicians that are licensed to practise medicine in the province of Ontario.
RFP Section 2.1(1)(d) RFP Documents	The Physician Lead RFP includes the following schedules: 1. Local Health Integration Network Request for Proposals for Goods and/or Services; 2. Schedule 1 RFP Data Sheet; 3. Schedule 2 Technical Section Submission Requirements; 4. Schedule 3 Proposal Submission Form; 5. Schedule 4 Draft Form of Agreement. The LHIN reserves the right to add or delete schedules at the time of negotiation.

RFP SECTION REFERENCE AND DESCRIPTION	ITEM
RFP Section 2.3(1) Distribution of RFP Documents to Respondents	The RFP Documents are available through BRAVOSOLUTIONS, the electronic tendering system used by the Province of Ontario, and the Central East LHIN website.
RFP Section 2.5 Background Information and Data Room	Central East LHIN will not provide additional background information to Respondents except what has been provided in Schedule 2 of this RFP document.
RFP Schedule 3.1(1) Timetable	**Timetable:** **Activity** — **Date** RFP Issued — **November 22nd, 2017** Deadline for Respondents to submit questions — **December 1st, 2017 at 14:00:00 (local time in Ajax, Ontario)** Deadline for issuance of responses to questions — **December 6th, 2017** Deadline for issuance of Addenda — **December 7th, 2017** Submission Deadline — **December 14th, 2017 by 14:00:00 (local time in Ajax, Ontario)**
RFP Section 3.2.1(1) Contact Person	The coordinates of the Contact Person are: Cindy Massey Straus – Manager (RFP Coordinator) Contract Management, Performance and Accountability Central East Local health Integration Network 314 Harwood Avenue South, Suite 204A Ajax, Ontario L1S 2J1 Tel: (905)427-5497 ext. 5421 Email: ce-rfp-coordinator@lhins.on.ca

<table>
<tr><th>RFP SECTION REFERENCE AND DESCRIPTION</th><th>ITEM</th></tr>
<tr><td>RFP Section 3.2.2(1)

Submitting Questions</td><td>Respondents shall submit questions in the following format:
<table>
<tr><td colspan="3">Name of Respondent</td></tr>
<tr><td colspan="2">Respondent Email address</td><td>Respondent Telephone Number:</td></tr>
<tr><td>RFP Section#</td><td>Reference</td><td>Question</td></tr>
</table></td></tr>
<tr><td>RFP Section 3.3.1(2)(c)

Prohibited Contacts</td><td>Neither respondents nor representatives shall contact or attempt to contact, either directly or indirectly, at any time during the RFP process, anyone other than the RFP Coordinator to discuss or gain information related to this RFP. Failure to comply with this section may result in disqualification of the response.</td></tr>
<tr><td>RFP Section 3.4.1(1)

Respondents Meeting</td><td>Central East LHIN will not convene a Respondent’s Meeting for this RFP Process.</td></tr>
<tr><td>RFP Section 3.5(1)

Site Visits</td><td>Site visits are not part of this RFP Process.</td></tr>
<tr><td>RFP Section 3.9(4)

Ineligible Persons</td><td>There are no exclusions.</td></tr>
</table>

<table>
<tr><th>RFP SECTION REFERENCE AND DESCRIPTION</th><th>ITEM</th></tr>
<tr><td>RFP Section 4.2(1)

Submission of Proposals</td><td>Each Respondent shall email an electronic copy of its proposal to:

ce-rfp-coordinator@lhins.on.ca

By the deadline date indicated above in the Timetable located in Section 3.1(1) of this Schedule.</td></tr>
<tr><td>RFP Section 5.3.2(1)

Evaluation of Proposals</td><td>The Evaluation Criteria and weightings to be applied are as follows:
<table>
<tr><th>EVALUATION CRITERIA</th><th>WEIGHT</th></tr>
<tr><td>Compliance with Mandatory Submission Requirements, Section 2.5</td><td>Pass/Fail</td></tr>
<tr><td>Rated Evaluation Criteria Experience and Qualifications

Section 2.6

1 a, b, c (i)(ii)(iii)(iv)(v)</td><td>40%</td></tr>
<tr><td>Other Rated Criteria

Section 2.6

2. a,b,c</td><td>30%</td></tr>
<tr><td>Final Information gathering and Interview</td><td>30%</td></tr>
</table>
The Central East LHIN intend to enter into an agreement with (1) Respondent.</td></tr>
</table>

RFP SECTION REFERENCE AND DESCRIPTION	ITEM
RFP Section 5.3.2(2) Evaluation of Proposals	The minimum passing score for those parts of the Proposal that are evaluated as per RFP Section 5.3.2(1) is 60 per cent.
RFP Section 5.3.3(2) Interviews and Oral Presentations	The Central East LHIN intend to interview short listed Respondents following the written evaluation.
RFP Section 8.2.2(1) Limit on Liability	Liability cap amount (subject to RFP Section 8.2.2(1)): $5,000