



**DEPARTMENT OF CORRECTIONS AND REHABILITATION  
CALIFORNIA PRISON HEALTH CARE SERVICES  
STATE OF CALIFORNIA**

**REQUEST FOR QUOTATION  
GOODS AND SERVICES**

**RFQ # 11-002 ITS**

January 12, 2011

The California Department of Corrections and Rehabilitation (CDCR), California Prison Health Care Services (CPHCS), is requesting quotes for all hardware, software, and services for procurement of Fuji Computed Radiography (FCR System) for Wasco State Prison (WSP), Corcoran State Prison (COR), and Kern Valley State Prison (KVSP).

By submitting a quote, bidder agrees to the terms and conditions stated in this Request for Quotation (RFQ), bidder's response, and applicable provisions of the State Contracting Manual (SCM), Volume 3, which will be made part of CPHCS' Purchase Order and procurement file.

Bids are due by 2:00 p.m., January 26, 2011. **Bids and any requested documents must be submitted by electronic mail (i.e., e-mail) and clearly labeled to the Department contact noted below:**

**Department Contact:**

California Department of Corrections and Rehabilitation  
Attention: LINDSAY MENDONCA  
(916) 324-6383 (telephone)  
[Lindsay.Mendonca@cdcr.ca.gov](mailto:Lindsay.Mendonca@cdcr.ca.gov)

## RESPONSE GUIDELINES

This RFQ, bidder's response, and applicable provisions of State Contracting Manual, Volume 3 (Information Technology Acquisitions), will be made part of CPHCS' Purchase Order and procurement file.

Bids must be submitted electronically to the Department contact e-mail address noted above. Bids sent to any other CPHCS e-mail address will not be considered. To be considered, all pages of the bid that are received prior to bid opening will be considered "the complete bid". Please be advised that CPHCS assumes no responsibility if supplier cannot transmit their bid electronically to the e-mail address provided above and/or if the entire bid is not received prior to bid opening.

The delivery of any bid via U.S. mail, private delivery service, and/or by personal service shall not be accepted by CPHCS. In the event of such delivery, CPHCS shall consider the bid as non-responsive.

Bids submitted in response to this RFQ must include all of the following information:

1. Completed Request for Quotation Form;
2. Bidder Declaration Form (GSPD-05-105) – (Attachment 1);
  - Suppliers must complete the Bidder Declaration and include it with response. When completing the declaration, Bidders must identify all subcontractors proposed for participation in the contract. Bidders awarded a contract are contractually obligated to use the subcontractors for the requested services unless CPHCS agrees to a substitution via amendment to the contract.
6. Contractor's Small Business Certification, if applicable;
7. Completed Payee Data Record (STD 204) - (Attachment 2);
8. Seller's Permit; and
  - Please note that award will be conditional on providing the Seller's Permit prior to execution of Purchase Order.

Interested bidders may submit questions and/or requests for clarification, via e-mail, to [Lindsay.Mendonca@cdcr.ca.gov](mailto:Lindsay.Mendonca@cdcr.ca.gov). CDCR responses to bidder questions that provide new or additional information will be provided to all vendors.

### **AWARD OF CONTRACT**

Award, if made, will be in accordance with RFQ information to a responsible bidder who complies with all requirements of the RFQ and any addenda thereto, except for such immaterial defects as may be waived by CPHCS. Award, if made, will be made within forty-five (45) days after the five (5) day Notice of Intent to Award; however, a bidder may extend the offer beyond 45-days in the event of delay of contract award. "Days" means calendar days unless otherwise specified.

CPHCS reserves the right to determine the successful bidder either on the basis of individual items or on the basis of all items included in this RFQ, unless otherwise specified herein. Unless the bidder specifies otherwise in its bid, CPHCS may accept any item or group of items of any bid. The CPHCS reserves the right to reject any and/or all quotes submitted, or modify or cancel in whole or in-part this RFQ.

The awarded Contractor will be obligated to provide goods and services at the cost offered on the Request for Quotation Form submitted.

### **PROTEST PROVISIONS**

Bidder's issue(s) must be dealt with in good faith and attempts must be made by CPHCS and Bidder to resolve any potential bid disputes informally before a formal protest may be submitted. Resolution of Bidder's issue(s) must first be attempted through the departmental contact person. If Bidder's issue(s) result in a protest, the protest will be submitted to DGS Procurement Division Deputy Director, or designee, to hear and resolve issues, and whose decision will be final.

If Bidder has submitted a bid believed to be totally responsive to RFQ requirements and he/she believes bid should have been selected for award according to lowest net cost meeting all other bid specifications, Bidder may submit a formal protest as noted below. Protests regarding selection of award may be heard and resolved by the Victim Compensation and Government Claims Board.

All protests of award must be made in writing within the five (5) day Notice of Intent to Award period, signed by an individual authorized to bind Bidder contractually and financially, and contain a statement of reason(s) for protest; citing the law, rule, regulation or procedure on which the protest is based. The protester must provide facts and evidence to support the claim. Protests must be mailed or delivered to:

DEPUTY DIRECTOR  
Procurement Division  
California Department of General Services  
707 Third Street, Second Floor South  
West Sacramento, CA 95605  
Facsimile Number: (916) 375-4611

All RFQ protests or protests concerning selection of award or other aspects of the process must be received by DGS Procurement Division Deputy Director as promptly as possible, but not later than the date indicated in the Notice of Intent to Award. Certified or registered mail must be used unless delivered in person, in which case the protester should obtain a receipt of delivery.

Request For Quotation Form  
(Goods and Services)

<b>QUOTE DUE DATE:</b> <b>QUOTE OPENING:</b>	<b>Responses must be electronically delivered to:</b> Lindsay.Mendonca@cdcr.ca.gov  <b>On or before time 2:00 p.m., January 26, 2011.</b>	<b>Delivery Date</b>  _____ <b># Days ARO</b>
<b>Supplier name and address:</b>   <b>Supplier Contact:</b>  <b>Phone:</b> _____ <b>Fax:</b> _____	<b>SOLICITATION NO:</b>  <b>RFQ #11-002 ITS</b> <b>DATE: January 12, 2011</b>  <b>For further information contact:</b>  <b>Ship To:</b>  <b>WASCO STATE PRISON, 701</b> <b>Scofield Avenue, Wasco, CA 93280</b>  <b>CORCORAN STATE PRISON, 4001</b> <b>King Avenue, Corcoran, CA 93212</b>  <b>KERN VALLEY STATE PRISON,</b> <b>3000 West Cecil Avenue, Delano,</b> <b>CA 93216</b>	<b>REQUISITION OR CONTROL #</b>  _____  <b>ARE YOU CLAIMING PREFERENCE: AS A SMALL BUSINESS:</b> <b>YES _____ NO _____</b>  <b>IF YES, MANUFACTURER?</b> <b>YES _____ NO _____</b>  <b>ARE YOU A NON-SMALL BUSINESS CLAIMING AT LEAST 25% SMALL BUSINESS SUBCONTRACTOR PREFERENCE?</b> <b>YES _____ NO _____</b>  <b>\$ _____</b>
<b>Name (Print):</b> ▶ _____  <b>Title:</b> ▶ _____  <b>Signature:</b> ▶ _____ <b>Date:</b> _____  <b>Federal Employer Identification Number:</b> ▶ _____	<b>Return quote to:</b>  <b>California Department of Corrections and Rehabilitation:</b>  Lindsay.Mendonca@cdcr.ca.gov	<b>SECTION 14838 ET SEQ. OF THE CALIFORNIA GOVERNMENT CODE REQUIRES THAT A 5% PREFERENCE BE GIVEN TO BIDDERS WHO QUALIFY AS A SMALL BUSINESS AS A NON-SMALL BUSINESS CLAIMING AT LEAST 25% CALIFORNIA CERTIFIED SMALL BUSINESS PARTICIPATION FOR REQUIREMENTS SEE TITLE 2, CALIFORNIA CODE OF REGULATIONS SECTION 1896 ET SEQ. THE REQUIREMENTS FOR NONPROFIT VETERAN SERVICE AGENCIES QUALIFYING AS A SMALL BUSINESS ARE CONTAINED IN SECTION 999.50 ET. SEQ. OF THE MILITARY AND VETERANS CODE.</b>

Bidder offers and agrees if this response is accepted within 45 calendar days following the date response is due to furnish all items upon which prices are quoted, at the prices set opposite each item, delivered at the designated point(s) by the method of delivery and within the times specified and subject to the attached General Provisions. DELCARATIONS UNDER PENALTY OF PERJURY; By signing above, with inclusion of the date of signature, the above signed bidder DECLARES UNDER PENALTY OF PERJURY under the laws of the State of California as follows: (1) (STATEMENT OF COMPLIANCE). The above signed as complied with the non-discrimination program requirements of Government Code 12990 and Title 2, California Administrative Code Section 8103, and such declaration is true and correct. (2) The National Labor Relations Board declaration set forth in Paragraph 48 of the General Provisions is true and correct. (3) If a claim is made for the Small Business or Disabled Veterans Business preference, the information set forth within is true and correct.

**QUOTE FOR WASCO STATE PRISON**  
**701 Scofield Avenue, Wasco, CA 93280**

ITEM NO.	QTY	UNIT	COMMODITY/PRODUCT CODE	DESCRIPTION	UNIT PRICE	EXTENSION
1	1	EA		FCR System (Carbon XL)		
2	1	EA		FCR System (IIP QA Workstation)		
3	1	EA		FCR System (DryPix 5000 Printer)		
4	1	EA		FCR System (Additional Supplies/Parts) e.g. imaging plates, grids, QA/QC supplies.		
5	1	EA		FCR System Installation		
6	1	EA		FCR System Training		
7	1	EA		FCR System Service and Support (i.e., 5 year service and maintenance of System).		
Total Proposed Price <sup>1</sup> \$ _____						

<sup>1</sup> Bidders shall include an itemized description for each good or service to equal a proposed total quote.

Bidder offers and agrees if this response is accepted within 45 calendar days following the date response is due to furnish all items upon which prices are quoted, at the prices set opposite each item, delivered at the designated point(s) by the method of delivery and within the times specified and subject to the attached General Provisions. DELCARATIONS UNDER PENALTY OF PERJURY; By signing above, with inclusion of the date of signature, the above signed bidder DECLARES UNDER PENALTY OF PERJURY under the laws of the State of California as follows: (1) (STATEMENT OF COMPLIANCE). The above signed as complied with the non-discrimination program requirements of Government Code 12990 and Title 2, California Administrative Code Section 8103, and such declaration is true and correct. (2) The National Labor Relations Board declaration set forth in Paragraph 48 of the General Provisions is true and correct. (3) If a claim is made for the Small Business or Disabled Veterans Business preference, the information set forth within is true and correct.

**QUOTE FOR CORCORAN STATE PRISON**  
**4001 King Avenue, Corcoran, CA 93212**

ITEM NO.	QTY	UNIT	COMMODITY/PRODUCT CODE	DESCRIPTION	UNIT PRICE	EXTENSION
1	1	EA		FCR System (Carbon XL)		
2	1	EA		FCR System (IIP QA Workstation)		
3	1	EA		FCR System (DryPix 5000 Printer)		
4	1	EA		FCR System (Additional Supplies/Parts) e.g. imaging plates, grids, QA/QC supplies.		
5	1	EA		FCR System Installation		
6	1	EA		FCR System Training		
7	1	EA		FCR System Service and Support (i.e., 5 year service and maintenance of System).		
Total Proposed Price <sup>2</sup> \$ _____						

<sup>2</sup> Bidders shall include an itemized description for each good or service to equal a proposed total quote.

Bidder offers and agrees if this response is accepted within 45 calendar days following the date response is due to furnish all items upon which prices are quoted, at the prices set opposite each item, delivered at the designated point(s) by the method of delivery and within the times specified and subject to the attached General Provisions. DELCARATIONS UNDER PENALTY OF PERJURY; By signing above, with inclusion of the date of signature, the above signed bidder DECLARES UNDER PENALTY OF PERJURY under the laws of the State of California as follows: (1) (STATEMENT OF COMPLIANCE). The above signed as complied with the non-discrimination program requirements of Government Code 12990 and Title 2, California Administrative Code Section 8103, and such declaration is true and correct. (2) The National Labor Relations Board declaration set forth in Paragraph 48 of the General Provisions is true and correct. (3) If a claim is made for the Small Business or Disabled Veterans Business preference, the information set forth within is true and correct.

**QUOTE FOR KERN VALLEY STATE PRISON**  
**3000 West Cecil Avenue, Delano, CA 9321**

ITEM NO.	QTY	UNIT	COMMODITY/PRODUCT CODE	DESCRIPTION	UNIT PRICE	EXTENSION
1	1	EA		FCR System (Carbon XL)		
2	1	EA		FCR System (IIP QA Workstation)		
3	1	EA		FCR System (DryPix 5000 Printer)		
4	1	EA		FCR System (Additional Supplies/Parts) e.g. imaging plates, grids, QA/QC supplies.		
5	1	EA		FCR System Installation		
6	1	EA		FCR System Training		
7	1	EA		FCR System Service and Support (i.e., 5 year service and maintenance of System).		
Total Proposed Price <sup>3</sup> \$ _____						

<sup>3</sup> Bidders shall include an itemized description for each good or service to equal a proposed total quote.

## Bid Requirements

In addition to the response requirements specified in RFQ #11-002 ITS, page 2, all of the following quote information is required:

1. **Delivery:** Final delivery, inspection and acceptance of goods and services shall be at the correctional facilities described in the Statement of Work (SOW).
2. **Quotation:** For purposes of this solicitation (RFQ), bidders will provide quotes for goods and services on the basis of "All" or "None". Bidder's quote shall include an itemized description of all specifications as required in the SOW. All quotes must be valid for a minimum of one-hundred and twenty (120) calendar days from RFQ submittal date.
3. **Cash Discounts:** Cash discounts will not be considered when evaluating bid responses for award purposes. However, cash discounts may be offered and taken by CDCR processing invoices within the timeframe specified.
4. **Shipment:** For the purposes of this solicitation, only bid responses quoting F.O.B Destination will be accepted.
5. **Inquiries/questions:** Written questions must be received by January 19, 2011.
6. **Bidder's Instructions and General Provisions:** The attached Bidder's Instructions and General Provisions have recently been revised. Please read carefully.
7. **Quotation attachments:** Bid responses that reference a supplier's own terms and conditions or provisions will be considered non-responsive and will be rejected.
8. **Important Note:** Only bids quoted on the State's Quotation Form will be considered. Bids shall be submitted electronically with the solicitation number and the bid due date and time clearly marked. All quotes must be valid for a minimum of one-hundred and twenty (120) calendar days from RFQ submittal date.
9. **Warranty Information:** Special provisions for any Warranty on goods quoted.

**Responsible Bidder:** The CDCR may require bidder(s) to submit evidence of their qualifications at such times and under conditions as it may deem necessary. The question of whether a particular bidder is a responsible bidder may involve an evaluation of bidder's experience, type of facility, expertise or financial resources regarding the particular items requested in this RFQ. If a bidder has been determined to be non-responsible, the bid shall be rejected.

**New Equipment:** All equipment to be provided in response to this RFQ shall be new and latest model in current production. USED, SHOPWORN, DEMONSTRATION, PROTOTYPE OR DISCONTINUED MODELS ARE NOT ACCEPTABLE.

**Payee Data Record:** The successful bidder will submit a Payee Data Record, STD. Form 204 listing their Taxpayer Identification Number.

### **Seller's Permit**

Please note that award will be conditional on providing the following document prior to award:

You must provide your company's California retailer's seller's permit or certification of registration and, if applicable, the permit or certification of all participating affiliates, issued by California's State Board of Equalization (BOE), pursuant to the California State Board of Equalization (BOE), pursuant to all requirements set forth in Revenue and Taxation Code Sections 6452.1, 6487, 6487.3, 7101, and 18510, and Section 10295.1 of the Public Contract Code (PCC). In order to confirm validity of the permit, provide the BOE permit number in the space provided below and attach a copy of the permit with your bid.

Retailer's Seller's Permit Number: \_\_\_\_\_



**Small Business Regulations:** The Small Business regulations, located in the California Code of Regulations (Title 2, Division 2, Chapter 3, Subchapter 8, Section 1896 et. seq.), concerning the application and calculation of the small business preference, small business certification, responsibilities of small business, department certification, and appeals are revised, effective 09/09/04. The new regulations can be viewed at ([www.pd.dgs.ca.gov/smbus](http://www.pd.dgs.ca.gov/smbus)). Access the regulations by Clicking on “Small Business Regulations” in the right sidebar. For those without Internet access, a copy of the regulations can be obtained by calling the Office of Small Business and DVBE Services at (916) 375-4940.

**Non-Small Business Subcontractor Preference:** A 5% bid preference is now available to a non-small business claiming 25% California certified small business subcontractor participation. If applicable, claim the preference in the box on the right hand side of the first page of this solicitation.

**Attachment with bid required if claiming the Small Business Preference:** All bidders must complete and include the Bidder Declaration form GSPD-05-105. If claiming the non-small business subcontractor preference, the form must list all of the California certified small businesses with which you commit to subcontract in an amount of at least twenty-five percent (25%) of the net bid price. All certified small businesses must perform a “commercially useful function” in the performance of the contract as defined in Government Code Section 14837(d)(4).

**Small Business Certification:** Bidders claiming the small business preference must be certified by California as a small business or must commit to subcontract at least 25% of the net bid price with one or more California certified small businesses. Completed certification applications and required support documents must be submitted to the Office of Small Business and DVBE Services (OSDS) no later than 5:00 p.m. on the bid due date, and the OSDS must be able to approve the application as submitted.

Questions regarding certification should be directed to the OSDS at (916) 375-4940.

**Declaration Forms:** All bidders must complete the Bidder Declaration GSPD-05-105 and include it with bid response. When completing the declaration, bidders must identify all subcontractors proposed for participation in the contract. Bidders awarded a contract are contractually obligated to use the subcontractors for the corresponding work identified unless CPHCS agrees to a substitution and it is incorporated by amendment to the contract.

At the State's option prior to award, bidders may be required to submit additional written clarifying information. Failure to submit the required written information as specified may be grounds for bid rejection.

### **Attachments**

The following documents are considered part of this solicitation and must be returned with the bid response or the bid may be considered invalid and be rejected:

1. Cover Letter;
2. Request for Quotation Form (Exhibit B-1);
3. Bidder Declaration form GSPD-05-105 (Attachment 1);
4. Contractor Small Business Certification (if applicable);
5. Payee Data Record (Attachment 2);
6. Seller's Permit;
7. Special Provisions for Warranty Agreement (if applicable); and
8. Other special provisions such as “Optional” equipment, etc.

**EXHIBIT C  
CDCR SPECIAL PROVISIONS**

**1. SUBCONTRACTOR/CONSULTANT INFORMATION**

Contractor is required to identify all subcontractors who will perform labor or render services in the performance of the Agreement. Additionally, the Contractor shall notify the CPHCS within ten (10) calendar days, of any changes to the subcontractor and/or consultant information.

**2. EMPLOYMENT OF EX-OFFENDERS**

a. Contractor cannot and will not either directly, or via a subcontracted consultant and/or firm, employ in connection with this Agreement:

- (1) Ex-Offenders on active parole or probation;
- (2) Ex-Offenders at any time if they are required to register as a sex offender pursuant to Penal Code Section 290 or if such ex-offender has an offense history involving a “violent felony” as defined in subparagraph (c) of Penal Code Section 667.5; or
- (3) Any ex-felon in a position which provides direct supervision of parolees.

b. Ex-Offenders who can provide written evidence of having satisfactorily completed parole or probation may be considered for employment by the Contractor subject to the following limitations:

- (1) Contractor shall obtain the prior written approval to employ any such ex-offender from the Authorized Administrator; and
- (2) Any ex-offender whose assigned duties are to involve administrative or policy decision-making; accounting, procurement, cashiering, auditing, or any other business-related administrative function shall be fully bonded to cover any potential loss to the State of California.

**3. LICENSES AND PERMITS**

The Contractor shall be an individual or firm licensed to do business in California and shall obtain at Contractor’s expense all license(s) and permit(s) required by law for accomplishing any work required in connection with this Agreement.

In the event any license(s) and/or permit(s) expire at any time during the term of this Agreement, Contractor agrees to provide the CPHCS with a copy of the renewed license(s) and/or permit(s) within thirty (30) days following the expiration date. In the event the Contractor fails to keep in effect at all times all required license(s) and permit(s), the State may, in addition to any other remedies it may have, terminate this Agreement upon occurrence of such event.

**4. DISCLOSURE**

Neither the State nor any State employee will be liable to the Contractor or its staff for injuries inflicted by inmates or parolees of the State. The State agrees to disclose to the

Contractor any statement(s) known to State staff made by any inmate or parolee which indicates violence may result in any specific situation, and the same responsibility will be shared by the Contractor in disclosing such statement(s) to the State.

#### **5. SECURITY CLEARANCE/FINGERPRINTING**

The State reserves the right to conduct fingerprinting and/or security clearance through the California Department of Justice, Bureau of Criminal Identification and Information (BCII), prior to award and at any time during the term of the Agreement, in order to permit Contractor and/or Contractor's employees' access to State premises. The State further reserves the right to terminate the Agreement should a threat to security be determined.

#### **6. NOTIFICATION OF PERSONNEL CHANGES**

Contractor must notify the State, in writing, of any changes of those personnel allowed access to State premises for the purpose of providing services under this Agreement. In addition, Contractor must recover and return any State-issued identification card provided to Contractor's employee(s) upon their departure or termination.

#### **7. NON ELIGIBLE ALIEN CERTIFICATION**

By signing this Agreement Contractor certifies, under penalty of perjury, that Contractor, if a sole proprietor, is not a nonqualified alien as that term is defined by the United States Code (U.S.C.) Title 8, Chapter 14, Section 1621 et seq.

***The following provisions apply to services provided on departmental and/or institution grounds:***

#### **8. BLOODBORNE PATHOGENS**

Provider shall adhere to California Division of Occupational Safety and Health (CAL-OSHA) regulations and guidelines pertaining to bloodborne pathogens.

#### **9. PRIMARY LAWS, RULES, AND REGULATIONS REGARDING CONDUCT AND ASSOCIATION WITH STATE PRISON INMATES**

Individuals who are not employees of the California Department of Corrections and Rehabilitation (CDCR), but who are working in and around inmates who are incarcerated within California's institutions/facilities or camps, are to be apprised of the laws, rules and regulations governing conduct in associating with prison inmates. The following is a summation of pertinent information when non-departmental employees come in contact with prison inmates.

By signing this contract, the Contractor agrees that if the provisions of the contract require the Contractor to enter an institution/facility or camp, the Contractor and any employee(s) and/or subcontractor(s) shall be made aware of and shall abide by the following laws, rules and regulations governing conduct in associating with prison inmates:

- a. Persons who are not employed by CDCR, but are engaged in work at any institution/facility or camp must observe and abide by all laws, rules and regulations governing the conduct of their behavior in associating with prison inmates. Failure to

comply with these guidelines may lead to expulsion from CDCR institutions/facilities or camps.

*SOURCE: California Penal Code (PC) Sections 5054 and 5058; California Code of Regulations (CCR), Title 15, Sections 3285 and 3415*

- b. CDCR does not recognize hostages for bargaining purposes. CDCR has a “NO HOSTAGE” policy and all prison inmates, visitors, and employees shall be made aware of this.

*SOURCE: PC Sections 5054 and 5058; CCR, Title 15, Section 3304*

- c. All persons entering onto institution/facility or camp grounds consent to search of their person, property or vehicle at any time. Refusal by individuals to submit to a search of their person, property, or vehicle may be cause for denial of access to the premises.

*SOURCE: PC Sections 2601, 5054 and 5058; CCR, Title 15, Sections 3173, 3177, and 3288*

- d. Persons normally permitted to enter an institution/facility or camp may be barred, for cause, by the CDCR Director, Warden, and/or Regional Parole Administrator.

*SOURCE: PC Sections 5054 and 5058; CCR, Title 15, Section 3176 (a)*

- e. It is illegal for an individual who has been previously convicted of a felony offense to enter into CDCR institutions/facilities or camps without the prior approval of the Warden. It is also illegal for an individual to enter onto these premises for unauthorized purposes or to refuse to leave said premises when requested to do so. Failure to comply with this provision could lead to prosecution.

*SOURCE: PC Sections 602, 4570.5 and 4571; CCR, Title 15, Sections 3173 and 3289*

- f. Encouraging and/or assisting prison inmates to escape are a crime. It is illegal to bring firearms, deadly weapons, explosives, tear gas, drugs or drug paraphernalia on CDCR institutions/facilities or camp premises. It is illegal to give prison inmates firearms, explosives, alcoholic beverages, narcotics, or any drug or drug paraphernalia, including cocaine or marijuana.

*SOURCE: PC Sections 2772, 2790, 4533, 4535, 4550, 4573, 4573.5, 4573.6 and 4574*

- g. It is illegal to give or take letters from inmates without the authorization of the Warden. It is also illegal to give or receive any type of gift and/or gratuities from prison inmates.

*SOURCE: PC Sections 2540, 2541 and 4570; CCR, Title 15, Sections 3010, 3399, 3401, 3424 and 3425*

- h. In an emergency situation the visiting program and other program activities may be suspended.

*SOURCE: PC Section 2601; CCR, Title 15, Section 3383*

- i. For security reasons, visitors must not wear clothing that in any way resembles state issued prison inmate clothing (blue denim shirts, blue denim pants).

*SOURCE: CCR, Title 15, Section 3171 (b) (3)*

- j. Interviews with SPECIFIC INMATES are not permitted. Conspiring with an inmate to circumvent policy and/or regulations constitutes a rule violation that may result in appropriate legal action.

*SOURCE: CCR, Title 15, Sections 3261.5, 3315 (3) (W), and 3177*

## **10. CLOTHING RESTRICTIONS**

While on institution grounds, Contractor and all its agents, employees, and/or representatives shall be professionally and appropriately dressed in clothing distinct from that worn by inmates at the institution. Specifically, blue denim pants and blue chambray shirts, orange/red/yellow/white/chartreuse jumpsuits and/or yellow rainwear shall not be worn onto institution grounds, as this is inmate attire. The Contractor should contact the institution regarding clothing restrictions prior to requiring access to the institution to assure the Contractor and their employees are in compliance.

## **11. TOBACCO-FREE ENVIRONMENT**

Pursuant to Penal Code Section 5030.1, the use of tobacco products by any person on the grounds of any institution or facility under the jurisdiction of the Department of Corrections and Rehabilitation is prohibited.

## **12. SECURITY REGULATIONS**

- a. Unless otherwise directed by the entrance gate officer and/or Contract Manager, the Contractor, Contractor's employees and subcontractors shall enter the institution through the main entrance gate and park private and nonessential vehicles in the designated visitor's parking lot. Contractor, Contractor's employees and subcontractors shall remove the keys from the ignition when outside the vehicle and all unattended vehicles shall be locked and secured while on institution grounds.
- b. Any State- and Contractor-owned equipment used by the Contractor for the provision of contract services, shall be rendered temporarily inoperative by the Contractor when not in use, by locking or other means unless specified otherwise.
- c. In order to maintain institution safety and security, periodic fire prevention inspections and site searches may become necessary and Contractor must furnish keys to institutional authorities to access all locked areas on the worksite. The State shall in no way be responsible for Contractor's loss due to fire.
- d. Due to security procedures, the Contractor, Contractor's employees and subcontractors may be delayed at the institution vehicle/pedestrian gates and sally ports. Any loss of time checking in and out of the institution gates and sally ports shall be borne by the Contractor.
- e. Contractor, Contractor's employees and subcontractors shall observe all security rules and regulations and comply with all instructions given by institutional authorities.

- f. Electronic and communicative devices such as pagers, cell phones and cameras/microcameras are not permitted on institution grounds.
- g. Contractor, Contractor's employees and subcontractors shall not cause undue interference with the operations of the institution.
- h. No picketing is allowed on State property.

### **13. GATE CLEARANCE**

Contractor and Contractor's employee(s) and/or subcontractors(s) must be cleared prior to providing services. The Contractor will be required to complete a Request for Gate Clearance for all persons entering the facility a minimum of ten (10) working days prior to commencement of service. The Request for Gate Clearance must include the person's name, social security number, valid state driver's license number or state identification card number and date of birth. Information shall be submitted to the Contract Liaison or his/her designee. CDCR uses the Request for Gate Clearance to run a California Law Enforcement Telecommunications System (CLETS) check. The check will include a California Department of Motor Vehicles check, Wants and Warrants check, and Criminal History check.

Gate clearance may be denied for the following reasons: Individual's presence in the institution presents a serious threat to security, individual has been charged with a serious crime committed on institution property, inadequate information is available to establish positive identity of prospective individual, and/or individual has deliberately falsified his/her identity.

All persons entering the facilities must have a valid state driver's license or photo identification card on their person.

**ATTACHMENT 1  
OFFEROR DECLARATION**

The Offeror's Declaration Form can be located at the link below:

<http://www.documents.dgs.ca.gov/pd/delegations/GSPD105.pdf>

**ATTACHMENT 2**

**PAYEE DATA RECORD (STD 204)**

The Payee Data Record (STD 204) can be located at the link below:

<http://www.documents.dgs.ca.gov/osp/pdf/std204.pdf>





**DEPARTMENT OF CORRECTIONS AND REHABILITATION  
CALIFORNIA PRISON HEALTH CARE SERVICES  
STATE OF CALIFORNIA**

**STATEMENT OF WORK  
FUJI COMPUTED RADIOGRAPHY SYSTEM**

This is a Statement of Work (SOW), which includes the equipment and service requirements for the procurement of Fuji Computed Radiography (FCR System) for Wasco State Prison (WSP), Corcoran State Prison (COR), and Kern Valley State Prison (KVSP), ("Institutions"), which are correctional institutions within the enterprise of the California Department of Corrections and Rehabilitation (CDCR). Descriptions herein describe the minimum FCR System requirements: a) Imaging Plates (IP) with cassettes; b) IP single-plate readers; c) IIP Technologist workstations; and d) DICOM laser printers.

This FCR System shall utilize electronic imaging plates (IP) to acquire attenuated image(s) of the anatomy of interest and further process the image via IP reader to deliver a digital image available for manipulation via QA workstation. This FCR System shall be operated by a Registered Radiologic Technologist to support the image-processing segment of diagnostic imaging. RT's shall have option to send the digital image to a connected laser printer for hard copy film development, and/or ability to transfer the image to a permanent archive destination, if needed.

Radiology Information System (RIS) and Picture Archiving Communication System (PACS) are not in the scope of this Request for Quotation (RFQ).

Required FCR System equipment and quantities for each institution shall include, but are not limited to, the minimum requirements as follows:

**Wasco State Prison (WSP):**

1. 1 – IIP (QA workstation);
2. 1 – FCR Carbon XL (single-plate image reader);
3. 1 – Dry Pix 5000 (DICOM laser printer);
4. 1 – DICOM Image Viewing-CD/DVD Burning Software;
5. 1 – Uninterrupted Power Supply (UPS) backup;
6. 1 – Carbon cart to support IIP workstation and cassettes;
7. 4 – Cassettes and Imaging Plates (14" x 17");
8. 2 – Cassettes and Imaging Plates (10" x 12");
9. 2 – Cassettes and Imaging Plates (8" x 10");
10. 1 – Portable Grid Cap (14" x 17");
11. 1 – Portable Grid Cap (10" x 12"); and
12. 1 – One-shot phantom for QC/QA programs.

**Corcoran State Prison (COR):**

1. 1 – IIP (QA workstation);
2. 1 – FCR Carbon XL (single-plate image reader);
3. 1 – Dry Pix 5000 (DICOM laser printer);
4. 1 – DICOM Image Viewing-CD/DVD Burning Software;
5. 1 – Uninterrupted Power Supply (UPS) backup;

6. 1 – Carbon cart to support IIP workstation and cassettes;
7. 4 – Cassettes and Imaging Plates (14" x 17");
8. 2 – Cassettes and Imaging Plates (10" x 12");
9. 2 – Cassettes and Imaging Plates (8" x 10");
10. 1 – Portable Grid Cap (14" x 17");
11. 1 – Portable Grid Cap (10" x 12"); and
12. 1 – One-shot phantom for QC/QA programs.

**Kern Valley State Prison (KVSP):**

1. 1 – IIP (QA workstation);
2. 1 – FCR Carbon XL (single-plate image reader);
3. 1 – Dry Pix 5000 (DICOM laser printer);
4. 1 – DICOM Image Viewing-CD/DVD Burning Software;
5. 1 – Uninterrupted Power Supply (UPS) backup;
6. 1 – Carbon cart to support IIP workstation and cassettes;
7. 4 – Cassettes and Imaging Plates (14" x 17");
8. 2 – Cassettes and Imaging Plates (10" x 12");
9. 2 – Cassettes and Imaging Plates (8" x 10");
10. 1 – Portable Grid Cap (14" x 17");
11. 1 – Portable Grid Cap (10" x 12"); and
12. 1 – One-shot phantom for QC/QA programs.

**Technical Requirements:**

- A. QA workstation and software (IIP workstation):
  - a. IHE compliant – scheduled workflow;
  - b. Modality Performed Procedure Step (MPPS) Compliant:
    - i. Ability to send User ID or code in message, technical factors, images taken, images deleted; and
    - ii. Ability to send AE Title in place of Station Name or computer name.
  - c. FDA compliant;
  - d. DICOM compliant, with Modality Worklist (MWL) suite;
  - e. Suppression software for Grids;
  - f. Enhancement algorithms;
  - g. Auto Black masking background;
  - h. QC options/adjustments;
    - i. Sensitivity, latitude, density, contrast, reprocessing adjustments.
  - i. DICOM Functions:
    - i. DICOM Send ( C-Store, C-Find);
    - ii. DICOM Query/Retrieve (C-Find, C-Move);
    - iii. DICOM Modality Worklist;
    - iv. Storage Commit (C-Store);
    - v. DICOM Print;
    - vi. Basic Gray Scale Print management;
    - vii. Ability to set custom AE Title;
    - viii. Ability to set 10 outbound DICOM connections;
    - ix. Ability to hold 3 outbound DICOM connections for C-Store along with 1 connection to MWL and 1 connection to Printer for a total of 5 simultaneous connections; and

- x. Ability to perform a C-Echo.
- j. Body part assigned protocols;
  - i. AP/ Lat / Oblique / Decubitus settings.
- k. Ability to print full size or magnified view;
- l. Ability to edit patient demographic information prior to DICOM send/store;
- m. Ability to move images from one patient to another;
- n. Ability to annotate on image (free text);
- o. Ability to move annotation markers;
- p. Ability to reset image as acquired;
- q. Ability to window level image;
- r. Ability to magnify the image;
- s. Ability to crop the image;
- t. Ability to export the image in JPEG format locally;
- u. Ability to place measurements on image;
- v. Ability to invert the image;
- w. Ability to send raw data or pre-processed data via a DICOM connection;
- x. Ability to adjust diagnostic values;
- y. Ability to resubmit item in queue;
- z. Ability for queue to skip failed item;
- aa. Ability to work with touch screen monitor; and
- bb. QA workstation:
  - i. Free standing configuration;
  - ii. Barcode option for RIS/PACS;
  - iii. Supporting medical cart to hold the workstation and cassettes;
  - iv. CD/DVD-RW drive hardware capable of viewing and burning CD/DVDs; and
  - v. DICOM Image Viewing-CD/DVD Burning Software.

B. Image Plate Single-Reader (FCR Carbon XL):

- a. DICOM 3.0 compliant;
- b. Acquisition should be 16 bits per pixel;
- c. 110 V power requirement;
- d. Fit in space approximately 65" high x 20" deep x 34" wide;
- e. Ability to perform a full erasure and quick erasure on the imaging screen;
- f. Auto calibrate;
- g. Self QA process;
- h. Simple utilities module;
- i. Ability to reset reader;
- j. Undisturbed Power Supply (UPS) backup for emergency shutdown;
- k. Isolated network router for isolated integration; and
- l. Ability to process the following cassettes per hour:
  - i. 8x10 : 100/hr;
  - ii. 10x12 : 75/hr; and
  - iii. 14x17: 50/hr.

- C. DICOM Printer (DryPix 5000):
  - a. Touch-screen operation panel;
  - b. Accept photosensitive film;
  - c. Built in DICOM Print server;
  - d. Ability to print three film sizes - 14x17, 10x12, 8x10;
  - e. Print ~ 100 14x17 films/hr | ~150 10x12 or 8x10 films/hr;
  - f.  $\geq 4,096$  shades of Gray scale;
  - g.  $\geq 650$  dpi images;
  - h.  $\geq 100$  Mega pixel output;
  - i. Self-calibrating and self density correction;
  - j. Operates on  $\approx 110$ VAC, 60Hz;
  - k. Initial warm up  $\leq 20$  minutes;
  - l. Interface to DICOM and Non-DICOM devices;
  - m.  $\geq 256$  MB frame buffer memory for mammography use;
  - n.  $\geq 20$ GB HD;
  - o. ~200 film prints per hour;
  - p. Daylight film loading;
  - q. Ability to print portrait and landscape;
  - r. Automatic density calibration;
  - s. Ability to print standard resolution and High Resolution;
  - t. Ability to fit into ~ size of 50"high X 50" Wide X 32" Deep;
  - u. Minimum number of simultaneous connections ~ 10;
  - v. Simple end-user access to basic configuration options; and
  - w. DICOM SOP Classes supported:
    - i. Verification;
    - ii. Basic Gray Scale Print Management Meta SOP Class (SCP);
    - iii. Print Job SOP Class (SCP);
    - iv. Annotation SOP Class; and
    - v. Queue Management SOP Class.
- D. DICOM Image Viewing-CD/DVD Burning Software:
  - a. Ability to burn to CD/DVD or any storage devices;
  - b. Ability to burn one patient and multiple patients; and
  - c. Ability to load viewing software with the images for display on any PC with Windows XP and newer.
- E. Uninterrupted Power Supply (UPS) backup.
- F. Cassettes:
  - a. Light weight cassettes; and
  - b. Durable design to protect imaging plate.
- G. Imaging Plates:
  - a. Replaceable without purchase of new cassette.
- H. Portable Grid Caps:
  - a. Focused grids with a minimum of 10:1 grid ratios.

- I. QC/QA Accessories:
  - a. One (1) one-shot phantom for QC/QA programs.

## **Installation and Implementation**

The purpose of this section is to request service costs for installation and implementation of the FCR System in a specified area within the Institutions. Bidder shall be Fuji CR authorized dealer and carry required training certification for all devices included in the SOW. The services shall include project management, functional and technical expertise, and any supplies/parts necessary to ensure operational state of the FCR System and its components.

Bidders must delineate the role for each employee project function including the proposed service(s) and itemized cost(s) in response to the Statement of Work. Bidder will also include in their cost response whether the services are provided by Bidder's personnel or outsourced to third party vendors.

Installation and implementation services shall include, but are not limited to, the following minimum requirements:

- A. Specific number of Fuji-certified service representatives trained to install, configure, integrate, and repair the make and model of FCR System (i.e., equipment) as specified above.
  - a. Bidder must use Fuji-certified service representatives for installation and implementation of FCR System to ensure: 1) safety to staff and inmate-patients; 2) access to local power, Local Area Network (LAN) or network router integration; 3) integration with other DICOM devices in the institution and CDCR enterprise; and 3) initial end-user configuration of FCR System as requested by the Institutions.
- A. Timeline for install and configuration to date of acceptance testing of FCR System and all components signed-off by CPHCS representative and Contractor;
- B. Successful completion of Acceptance Testing conducted by Institution Supervisor and CPHCS Allied Health Services designee. Acceptance Testing will list all of the key criteria from the SOW; and
- C. Following initial install, a minimum one (1) year warranty of equipment (including all parts), which covers all hardware and software components and service maintenance.
  - a. Contractor is required to provide five (5) year service and maintenance of the System following installation warranty period (i.e., "Service and Support", item A); and
  - b. Contractor is required to provide software upgrades as they become available by the OEM.

## **Training**

The purpose of this section is to specify minimum training requirements provided by the Bidder to all Institution's staff on the FCR System and to request quote for rendering of services.<sup>1</sup> The training audience shall include Radiographic Technologists and supporting imaging staff at the Institutions.

CDCR seeks the costs of onsite training which follows the initial equipment install, the supplemental training required during major equipment component upgrades and Radiology Information System (RIS) and Picture Archival Communication System (PACS) integrations. Other training options that may be considered include, but not limited to, distance learning, Computer-Based Training, and/or web meetings.

Training programs and services shall include, but are not limited to, the following minimum requirements:

- A. (1) one (8) eight-hour day of onsite application training per Institution, for the identified imaging staff on FCR System and all components following the initial install;
- B. (1) one (8) eight-hour day of onsite training per Institution for use of Quality Assurance (QA) and Quality Control (QC) testing, emergency shutdowns, and proper maintenance of imaging plate and CR accessories; and
- C. (1) one (8) eight-hour day of onsite application training per Institution, for the identified imaging staff on FCR System and all components following integration to RIS and PACS.

## **Service and Support**

Along with all hardware and software system requirements listed above, the Bidder's quote shall also include all service repairs, replacement parts (hardware & software), and preventive maintenance for the FCR System. The service and maintenance requirements listed below shall apply to all core and peripheral components of the FCR System (e.g. software, hardware, etc.).

Services shall include, but are not limited to, the minimum following requirements:

- A. Five (5) year term for Service and Maintenance of the FCR System;
  - a. Common replacement parts (hardware and software) are to be stocked by Bidder for a period of five-years with a minimum of 90-day warranty on all replacement parts.
- B. Scheduled maintenance for all components of the FCR System (e.g. software, hardware, etc.) according to the requirements listed by the Original Equipment Manufacturer (OEM), minimal frequency of once a year;
- C. Installation of FCR System software upgrades as new Versions become available;

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<sup>1</sup> Bidders must include an itemized description and quote for training service(s) to equal a total price.

- D. For all equipment and peripheral devices that are offline or out of order, Service Repair (SR) examinations shall be required by the Bidder within 24 hours of initial SR call request. This service shall require an on-site visit by Bidder to the institution.
- E. Bidder shall provide telephone number(s) that are active and staffed twenty-four (24) hours a day, 365 days per year for SR calls initiated by CDCR staff.
- F. Bidder shall have a permanent service team located in the state of California.
- G. Bidder shall be responsible for all travel related expenses; and
- H. Bidder shall provide proof of a Quality Assurance (QA) system for tracking and auditing all SR calls initiated by CDCR staff. This system shall generate a tracking number to ensure that the services are identified for future auditing.