

**APD RFI 2223 003**  
**STATE OF FLORIDA**  
**AGENCY FOR PERSONS WITH DISABILITIES**  
**PROCUREMENT OF THE**  
**STATEWIDE DENTAL PROGRAM**

**A. REQUEST FOR INFORMATION (RFI)**

In 2022 the Florida Legislature directed the Agency for Persons with Disabilities to implement a statewide dental program by November 2022. Specifically, the Agency is directed to:

“. . . From the funds in Specific Appropriation 241A \$8,500,000 from the General Revenue Fund is provided to the agency to competitively procure a contract with a nonprofit organization for a statewide dental services program for the developmentally disabled.”

Chapter 2022-156, Laws of Florida

The Agency is seeking information and ideas regarding the implementation of a Statewide Dental Program to serve individuals with intellectual and developmental disabilities.

The Agency is specifically interested in ideas relating to the provision of dental services to individuals with intellectual and developmental disabilities, needing dental examinations, dental procedures, and /or specialized services.

In addition, the Agency is specifically interested in information related to the following:

Is your organization a nonprofit entity who is registered to do business in the State of Florida?

- 1) What areas of the State can you provide Dental Services? Please list the county or counties. If you can provide Statewide coverage, please indicate this in your response.
- 2) What will be your organizational structure to accommodate the dental needs of individuals with developmental and intellectual disabilities Statewide?
- 3) Will you subcontract with other vendors that have access to dental providers or will you utilize your own network of dental providers?
- 4) Does your organization or the dental provider(s) you utilize have privileges to practice in surgical and ambulatory centers?

- 5) Describe how your organization would render dental care to patients with disabilities or autism who may be fearful of dental office settings, dental examinations, and dental procedures.
- 6) Describe how your organization would render dental care to patients with intellectual and developmental disabilities who require sedation and/or anesthesia for dental examinations or dental procedures.
- 7) Describe how your organization would render dental care to patients with intellectual and developmental disabilities who have mobility issues which may preclude them for transferring to and/or sitting in a traditional dental chair.
- 8) Describe how your organization would ensure access to dental care for patients with intellectual and developmental disabilities who live in rural parts of the state.
- 9) Describe how your organization would ensure that all members of your dental provider network will be trained on best practices in special needs dentistry.
- 10) Provide a timeline for implementing this program with your organization.

The Agency will consider information gathered from responses to this RFI in preparing the competitive procurement for a Statewide Dental Services Program for the developmentally disabled, which is scheduled for release in fall of 2022.

A Request for Information (RFI) is not a method of procurement. Responses to an RFI are not offers and will not be accepted by the Agency to form a binding contract. This RFI shall not directly result in the execution of a contract with the Agency. The Agency reserves the right to utilize the information gathered through the RFI process to develop a scope of services, which may be incorporated into a contract using a statutorily approved method of procurement.

## **B. RFI RESPONSE REQUIREMENTS**

### Response Requirements

Respondents to this RFI are asked to be thorough, but concise. The RFI response must include the following:

- 1) The Respondent's name, place of business address(s), contact information, including representative name and alternative, if available, telephone number(s), and e-mail address(s).
- 2) A description of how the Respondent's approach will offer advantages or improvements that will ensure continued improvement in overall program quality with regards to the provision of dental services and will further the Agency goal to reduce potentially preventable inpatient and outpatient

hospital events, and unnecessary use of ancillary services. The description should also identify known or potential concerns with the approach.

### **C. PROPRIETARY INFORMATION**

Any portion of the submitted response which is asserted to be exempt from disclosure under Chapter 119, Florida Statutes, shall be clearly marked “exempt”, “confidential”, or “trade secret” (as applicable) and shall also contain the statutory basis for such claim on every page. Pages containing trade secrets shall be marked “trade secret as defined in Section 812.081, Florida Statutes”. Failure to segregate and identify such portions shall constitute a waiver of any claimed exemption and the Agency will provide such records in response to public records requests without notifying the respondent. Designating material simply as “proprietary” will not necessarily protect it from disclosure under Chapter 119, Florida Statutes. An entire response should not be considered trade secret.

### **D. RESPONSE SUBMISSION**

Respondents to this RFI shall submit one (1) electronic copy of its Response. The Response shall not exceed thirty (30), single-sided, pages in length. The electronic format shall be submitted via e-mail. The software used to produce the electronic files must be Microsoft Word 2016 and/or Excel 2016 or newer. The electronic files must be logically named.

The Respondent shall also submit via e-mail one (1) electronic redacted copy of the Response suitable for release to the public. Any confidential or trade secret information covered under Section 812.081, Florida Statutes, should be either redacted or completely removed. The redacted Response shall be marked as the “redacted” copy and contain a transmittal letter authorizing release of the redacted version of the Response in the event the Agency receives a public records request.

Responses to the RFI shall be provided no later than 3:00 PM (EST), August 31, 2022. Responses shall be emailed to [melissa.hurst@apdcares.org](mailto:melissa.hurst@apdcares.org).

After the Agency has received all Responses to this RFI, the Agency, in its sole discretion, shall determine if a meeting with Respondents is necessary to clarify the information received. In the event that the Agency decides to hold a meeting, the Respondent (s) will be notified via email.

### **E. VENDOR COSTS**

Respondents are responsible for all costs associated with preparing a Response to this RFI. The state of Florida, Agency for Persons with Disabilities, will not be responsible for any Respondent costs associated with preparing a Response to this RFI.

## **F. QUESTIONS**

Questions concerning this RFI shall be submitted in writing via email to [Melissa.hurst@apdcares.org](mailto:Melissa.hurst@apdcares.org).

All responses to questions received will be made, in writing, directly to the sender.

## **G. AGENCY FOR PERSONS WITH DISABILITIES WEBSITE**

Additional information about the Florida Agency for Persons with Disabilities can be found on the Agency's website at: [APD - Agency for Persons with Disabilities - State of Florida \(myflorida.com\)](http://myflorida.com)

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