

## Executive Summary Invitation for Bid

At its meeting on April 21, 2011 the Winchester House Advisory Board directed staff to prepare a draft document soliciting bids from qualified private nursing home operators to manage operations at Winchester House. The direction stressed incorporation of 3 major components into the bid solicitation, specifically:

1. Preserving the mission of Winchester House which entails providing quality long-term nursing care to residents and maintaining a Medicaid population of at least 55%;
2. Ensuring that the high quality of resident care currently provided by Winchester House continues; and
3. Maintaining Lake County's oversight, through the Winchester House Advisory Board and the Health and Community Services Committee of the County Board, as well as the County Board itself, of the operations of Winchester House.

Working with the States Attorney's Office and the County's Purchasing Division, a working draft solicitation has been prepared. The purpose of this document is to provide a summary of these components.

**Objective** – provide first class management and staffing of the Winchester House that will be consistent with its mission to provide skilled nursing services to residents of Lake County while maintaining a minimum percentage of Medicaid residents.

**Scope** - Successful bidder will be expected to take over all management, staffing and other operational functions at Winchester House with the exception of maintenance services, which will remain under direct County control. Bidder will be responsible for providing a prioritized list of capital improvement requests to be considered as part of the County's Capital Improvement Program.

**Submittal Requirements** – The bid solicitation establishes several submittal requirements in order to determine qualifications, experience, financial capability, and most importantly, quality of care.

1. Qualifications:
  - a. Licenses, permits, and other types of authorizations.
  - b. Nursing homes operated within Illinois.
2. Experience:
  - a. Examples of acquisition of operations.
  - b. Examples of homes with Medicaid populations.
  - c. Special care units.
  - d. Working with advisory boards and elected officials.
3. Financial Capability:
  - a. Cost reports.
  - b. Financial plans.
4. Quality:
  - a. Quality measures/indicators for those nursing homes assumed by the bidders.
  - b. Satisfaction surveys or other devices used to gauge resident satisfaction.
  - c. References.
  - d. Community involvement and marketing plans.
  - e. Information on resident activity plans.
  - f. A transition plan and other key components of personnel services.
  - g. Staffing ratios and attrition/retention rates from those nursing homes assumed by bidders.
  - h. Commitment to maintaining 55% Medicaid population.

**On-going Quality/Mission Assurance** – Bid requires successful bidders attend all required meetings of the Winchester House Advisory, Health and Services Committee and the Lake County Board. Additionally, bidder will be required to report to the Winchester House Advisory Board on attainment of quality and mission goals.

**Evaluation Criteria** - Evaluation criteria of submitted bids focus on qualifications, experience, financial capability, quality of care and cost. An additional evaluation tool will include preserving the right to tour facilities owned/operated by bidders.