



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Corrections

DIVISION OF ADMINISTRATIVE SERVICES
Anchorage Procurement Section

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May 8, 2017

To: **All Radiologic Technologists and Imaging Agencies**

Re: **Letter of Interest (LOI) - Radiologic Technologist Services – (Part Time)**

The Department of Corrections (DOC) is in need of and seeking interest from all Radiologic Technologists (RADT) or imaging agencies to provide in-house diagnostic imaging services. Services shall be provided part-time (*varying up to 10 hours per week*), to persons incarcerated at facilities located in Anchorage, Wasilla, and Eagle River, AK.

Scope of Work:

The contractor (*individual or agency*) will provide services independently as needed or required at the above listed facilities. Provider can choose to provide services at all three facilities or any one or more of the three facilities they choose. Multiple awards may be awarded.

The contractor will take diagnostic images in support of the patients incarcerated within each institution using State-owned digital imaging equipment and supplies at both the Wasilla and Anchorage facilities (*no equipment available at the Eagle River facility*). Provider will only see patients referred by the facilities medical staff. Copies of resume, certifications, or diplomas will be required upon request.

Minimum Qualifications / Experience & Licensure:

- Have a minimum of one year experience or have met all education requirements – i.e. completing full major requirements for RADT from any accredited university or college and/or as approved by the DOC.
- Hold or able to obtain a business license in the State of Alaska.
- Must be able to pass a background security check provided for by the DOC at no charge.
- Be registered with the American Registry of Radiologic Technologists (ARRT) or ASRT or able to obtain registration before start of a contract.
- Have professional liability insurance or able to obtain if selected and provide proof of auto insurance if individual. Agency will be required to have all necessary coverages.
- Experience using or familiar with digital radiological equipment and computers.

Schedule:

Flexible hours, days of week & times or as mutually agreed upon, and will be based on patient load and providers' availability. Number of inmates/patients seen vary time to time.

- Wasilla Facility - 2 to 6 HRS per week – Digital X-Ray Suite provided at this location.
- Anchorage Facility - 2 - 4 HRS per week – Digital X-Ray Suite provided at this location.
- Eagle River Facility – 1 to 3 hours per week or as needed. Mobile X-Ray Equipment is required at this location; provider must have their own mobile x-ray equipment.

If interested in providing Radiologic Technologist services, please send to my attention an email at vanessa.nunnery@alaska.gov **OR** if you know someone who may be interested in providing this service or looking for a part time work, please pass this information on to them.

If you are interested in providing this service, please reply no later than **May 11, 2017.**

Your service would be greatly appreciated. If you should have any questions please contact me.

_____ **YES** I am interested and have provided a copy of my resume & contact info.

_____ **NO** I am not interested. No further action required.

Please provide the below info if you are returning this by mail and not email:

Print Name: _____ Ph #: _____

Email: _____

Sincerely,

//signed//

Vanessa Nunnery
Procurement Officer