



**STATE OF ARKANSAS**  
**OFFICE OF STATE PROCUREMENT**  
 1509 West 7th Street, Room 300  
 Little Rock, Arkansas 72201-4222

## ADDENDUM 1

TO: Vendors Addressed  
 FROM: Jaime Motley, Buyer  
 DATE: 2-25-15  
 SUBJECT: SP-15-0053 Residential Facility Management Services

The following change(s) to the above-referenced RFP have been made as designated below:

- ☒ Change of bid opening time and date
- ☒ Additional specification(s)
- ☒ Change of specification(s)
- ☐ Cancellation of bid
- ☒ Other (Change in price sheet)

### BID OPENING DATE AND TIME

- The bid opening date and time have changed to **March 13, 2015 at 1:00 p.m. CT.**

### ADDITIONAL SPECIFICATIONS

- Add the following to Section 3:

#### **3.11 TARGET POPULATION**

DYS will refer juveniles to the facility based on the juvenile's assessed needs and placement determination, projected or actual vacancies, and the capability of the program based on, but not limited to the following criteria: (DYS **shall** reserve the right to modify these criteria in order to meet the needs of committed juveniles.)

1. Colt Juvenile Treatment Center
  - A. This facility's population will be medium to high-risk juveniles.
  - B. Length of Stay (LOS) will be eight to twelve (8-12) months or as determined by DYS.
  - C. Eligible juveniles for initial commitment, re-commitment, or transfer to this facility are males ages fourteen (14) to seventeen (17) and six (6) months who have been adjudicated to the custody of DYS for one (1) of the following:
    - I. one (1) or more Y, A, or B felonies, as defined by the existing Arkansas Criminal Code;
    - II. two (2) or more times in DYS custody;
    - III. any two (2) or more felonies;
    - IV. a misdemeanor offense with a documented history of two (2) or more prior adjudications of a delinquent act
  - D. DYS will not refer juveniles that have the following criteria:
    - I. Age seventeen (17) years and six (6) months and older;
    - II. Full scale IQ below sixty-five (65);
    - III. Severe neurological disorders or behaviors;
    - IV. Severe psychological disorders or behaviors; or
    - V. Severe medical disorders or conditions.
2. Dermott Correctional Facility
  - A. This facility's population will be medium to high-risk juveniles.
  - B. Length of Stay (LOS) will be eight to twelve (8-12) months or as determined by DYS.

- C. Eligible juveniles for initial commitment, re-commitment, or transfer to this facility are males ages eighteen (18) to twenty-one (21) who have been adjudicated to the custody of DYS for one (1) of the following:
    - I. one (1) or more Y, A, or B felonies, as defined by the existing Arkansas Criminal Code;
    - II. two (2) or more times in DYS custody;
    - III. any two (2) or more felonies;
    - IV. a misdemeanor offense with a documented history of two (2) or more prior adjudications of a delinquent act
  - D. DYS will not refer juveniles that have the following criteria:
    - I. Age twenty-one (21) years and older;
    - II. Full scale IQ below sixty-five (65);
    - III. Severe neurological disorders or behaviors;
    - IV. Severe psychological disorders or behaviors; or
    - V. Severe medical disorders or conditions.
3. Dermott Juvenile Treatment Center
- A. This facility's population will be medium to high-risk juveniles.
  - B. Length of Stay (LOS) will be eight to twelve (8-12) months or as determined by DYS.
  - C. Eligible juveniles for initial commitment, re-commitment, or transfer to this facility are males ages thirteen (13) to seventeen (17) who have been adjudicated to the custody of DYS for one (1) of the following:
    - I. one (1) or more Y, A, or B felonies, as defined by the existing Arkansas Criminal Code;
    - II. two (2) or more times in DYS custody;
    - III. any two (2) or more felonies; or
    - IV. a misdemeanor offense and with a documented history of two (2) or more prior adjudications of a delinquent act
  - D. DYS will not refer juveniles that have the following criteria:
    - I. Age seventeen (17) years and older;
    - II. Full scale IQ below sixty-five (65);
    - III. Severe neurological disorders or behaviors;
    - IV. Severe psychological disorders or behaviors; or
    - V. Severe medical disorders or conditions.
4. Harrisburg Juvenile Treatment Center
- A. This facility's population will be chronic and serious juvenile offenses.
  - B. Length of Stay (LOS) will be eight to twelve (8-12) months or as determined by DYS.
  - C. Eligible juveniles for initial commitment, re-commitment, or transfer to this facility are males ages fourteen (14) to seventeen (17) and six (6) months who have been adjudicated to the custody of DYS for one (1) of the following:
    - I. one (1) or more Y, A, or B felonies, as defined by the existing Arkansas Criminal Code;
    - II. two (2) or more times in DYS custody;
    - III. any two (2) or more felonies; or
    - IV. a misdemeanor offense and with a documented history of two (2) or more prior adjudications of a delinquent act
  - D. DYS will not refer juveniles that have the following criteria:
    - I. Age seventeen (17) years and six (6) months and older;
    - II. Full scale IQ below sixty-five (65);
    - III. Severe neurological disorders or behaviors;
    - IV. Severe psychological disorders or behaviors; or
    - V. Severe medical disorders or conditions.
5. Lewisville Juvenile Treatment Center
- A. This facility's population will be medium risk juveniles.
  - B. Length of Stay (LOS) is six to nine (6-9) months or as determined by DYS.
  - C. Eligible juveniles for initial commitment, re-commitment, or transfer to this facility are males ages fourteen (14) to eighteen (18) who have been adjudicated to the custody of DYS for one (1) of the following:
    - I. one (1) or more Y, A, or B felonies, as defined by the existing Arkansas Criminal Code;
    - II. two (2) or more times in DYS custody;
    - III. any two (2) or more felonies; or

- IV. a misdemeanor offense and with a documented history of two (2) or more prior adjudications of a delinquent act
- D. DYS will not refer juveniles that have the following criteria:
  - I. Age eighteen (18) years and older;
  - II. Full scale IQ below sixty-five (65);
  - III. Severe neurological disorders or behaviors;
  - IV. Severe psychological disorders or behaviors;
  - V. Severe medical disorders or conditions; or
  - VI. Sexual offender disorders or sexual offender behaviors.

6. Mansfield Juvenile Treatment Center Boys

- A. This facility's population will be medium to high-risk juveniles.
- B. Length of Stay (LOS) is six to nine (6-9) months or as determined by DYS.
- C. Eligible juveniles for initial commitment, re-commitment, or transfer to this facility are females ages fourteen (14) to twenty-one (21) who have been adjudicated to the custody of DYS for one (1) of the following:
  - I. one (1) or more Y, A, or B felonies, as defined by the existing Arkansas Criminal Code;
  - II. two (2) or more times in DYS custody;
  - III. any two (2) or more felonies; or
  - IV. a misdemeanor offense and with a documented history of two (2) or more prior adjudications of a delinquent act
- D. DYS will not refer juveniles that have the following criteria:
  - I. Age fourteen (14) years and older;
  - II. Full scale IQ below sixty-five (65);
  - III. Severe neurological disorders or behaviors;
  - IV. Severe psychological disorders or behaviors;
  - V. Severe medical disorders or conditions; or
  - VI. Sexual offender disorders or sexual offender behaviors.

7. Mansfield Juvenile Treatment Center Girls

- A. This facility's population will be medium to high-risk juveniles.
- B. Length of Stay (LOS) is six to nine (6-9) months or as determined by DYS.
- C. Eligible juveniles for initial commitment, re-commitment, or transfer to this facility are males ages fourteen (14) to twenty-one (21) who have been adjudicated to the custody of DYS for one (1) of the following:
  - I. one (1) or more Y, A, or B felonies, as defined by the existing Arkansas Criminal Code;
  - II. two (2) or more times in DYS custody;
  - III. any two (2) or more felonies; or
  - IV. a misdemeanor offense and with a documented history of two (2) or more prior adjudications of a delinquent act
- D. DYS will not refer juveniles that have the following criteria:
  - I. Age fourteen (14) years and older;
  - II. Full scale IQ below sixty-five (65);
  - III. Severe neurological disorders or behaviors;
  - IV. Severe psychological disorders or behaviors;
  - V. Severe medical disorders or conditions; or
  - VI. Sexual offender disorders or sexual offender behaviors.

8. Additional Information:

- A. "Severe" disorders/conditions/behaviors **shall** be determined by a medical professional in the particular field in which the juvenile suffers and approved by DYS.
- B. Juveniles who are not capable of feeding or bathing themselves due to the conditions outlined per facility above **shall not** be placed in a facility, but the successful bidder **shall** be responsible for care if the juvenile becomes unable to feed or bath themselves while at the facility.
- C. Juveniles **shall not** remain in the facility past the age limit listed per that facility.

- Add the following to 4.5:

6. DYS **shall** maintain liability insurance for DYS vehicles.

- Add the following to 4.6.6.G:

Note: At Harrisburg, the storm damaged roofs have been authorized for replacement. At Colt, engineers have been requested to evaluate the roofs. DYS is taking responsibility for payment for these two (2) roof replacements.

- Add the following to Section 8.1:

19. Juveniles **shall not** be eligible for Medicaid coverage unless the juvenile requires medical care outside the facility which last for a minimum of twenty-four (24) hours.

### CHANGE OF SPECIFICATIONS

- Delete 3.9 heading and replace with the following heading:

#### **3.9 FACILITY TRANSFER AND INSPECTION FOR DYS ASSESTS**

- Delete 5.4.1 and replace with the following

Regardless of distance the successful bidder **shall** transport the juvenile to all health, medical, legal, or other appointments and locations as determined necessary in meeting the juvenile's treatment service needs including juvenile transport to the facility and appropriate location upon discharge.

- Delete 6.9.7.C and replace with the following:

Machinery and Transportation Equipment Manufacturing (e.g. Diesel engine repair, paint and body, aircraft engine repair)

- Delete 6.9.7.D and replace with the following:

Food Manufacturing (e.g. food processing, plant technology, culinary arts, hospitality management)

- Delete 6.9.9 and replace with the following:

Provide courses offering National Certification programming of completion and provide an experienced professional instructor with appropriate state or national certification from their respective profession who holds a Career and Technical Permit from the Arkansas Department of Career Education (ADCE).

- Delete 6.10 paragraph one (1) and replace with the following:

Successful bidder **shall** conduct academic evaluations as required by KUDER and TABE9 testing tool; using tests approved by the DYS Director of Education.

- Delete 7.10 and replace with the following:

Successful bidder **shall** within 24 hours of in-take of juvenile conduct a general medical and dental exam in compliance with DYS & ACA standards at in-take and as a continuum of care and safety procedure. This is very general examination (or screening) that is intended to perform a routine visual assessment of the juvenile for any injuries and medical or dental needs at the point of in-take. Exam results **must** be documented in the individual juvenile's records both at the facility and in RiteTrack.

- Delete 8.1.1 and replace with the following:

Provide medical care to all juveniles, including but not limited to, any general medical, dental, optical, wellness therapy, or mental health care as well as first responder care in urgent and emergency situations per Medicaid guidelines.

- Delete 9.1.3 and replace with the following:

3. For all employees or sub-contractors, DYS **shall** have the right to prohibit from working at a DYS residential facility any person or persons not acceptable to DYS. This **shall** include, but not be limited to, person(s) with a prohibiting criminal offense, a true finding of child or adult maltreatment, or a positive drug screen.

All child maltreatment allegations concerning any person(s) employed or sub-contracted at a DYS residential facility **shall** be investigated in accordance with the Child Maltreatment Act at A.C.A § 12-18-602 et seq. or any subsequent revision of the act. Upon knowledge of a pending child maltreatment allegation, the current employee or sub-contractor of any DYS residential facility **shall** disclose the allegation to the successful bidder regardless of who is named as the alleged victim. Upon disclosure by an employee or sub-contractor of a pending child maltreatment allegation, the successful bidder **shall** notify DYS of the allegation within twenty-four (24) hours of disclosure and **shall** take immediate steps to protect the health and safety of juveniles based on the severity of the allegation. For all juveniles committed to DYS, the safety and welfare of any juvenile in the residential facilities shall be paramount.

If the alleged offender is an employee or sub-contractor with direct, unsupervised contact with juveniles, then an evaluation will be conducted on an individual basis by DYS to determine if the alleged offender can safely remain in direct, unsupervised contact with the juveniles at the residential facility during the investigation. If the safety and welfare standards of DYS cannot be met, the alleged offender **must** be removed from any and all contact or access to juveniles by the successful bidder.

If the child maltreatment investigative agency determines that the allegation is unsubstantiated, the employee or subcontractor, in conjunction with the successful bidder, **shall** have the affirmative duty to request consideration be given to permit the employee or sub-contractor to return to direct, unsupervised contact with juveniles at a DYS residential facility in the position from which he/she was removed from as a result of the allegation. This request **shall** include a copy of the determination letter and any other supporting documentation, including but not limited to, the Central Registry file to be tendered by subject of the report (alleged offender) to DYS. DYS shall not re-disclose this information. A final determination **shall** be made prior to such re-instatement by holding a conference between the successful bidder and DYS so that all parties may have input, but final determination **shall** be made by DYS.

- Delete Cover sheet "text" in 12.3 and replace with the following:

Cover Sheet
The Cover Sheet should be the first page of the RFP and must include the names of facilities to which services are proposed.

- Delete 13.2.3 and replace with the following:

1. Weighted scores for sub-sections in Section 12 will be totaled together to determine the overall score for the technical proposal.

Section	B. Maximum Raw Score Possible	Weighted Percentage	C. Maximum Weighted Score Possible*
2 Specific Requirements	20	5	60
3 Implementation	40	10	120
4 Facility Usage	25	5	60
5 Safety and Security	55	15	180
6 Education	95	15	180
7 Therapy and Treatment Services	55 (50)**	15	180
8 Medical Treatment	10	15	180
9 Staffing	20	5	60

10 Reporting	10	10	120
11 Reimbursement	10	5	60
<b>Totals</b>		<b>100.0%</b>	<b>1200</b>

\*\* Facilities not requiring sex offender treatment the maximum raw score will be fifty (50) points.  
Facilities which require sex offender treatment the maximum raw score will be fifty-five (55) points.

Note: The maximum weighted score for each sub-section was determined using the following formula:

“Total maximum weighted score possible” (1200 pts) x “weighted percentage”.

#### REPLACEMENT PRICE SHEET

- Delete the Official Price Sheet and replace with the Revised Official Price Sheet dated 02/09/2015.

The specifications by virtue of this addendum become a permanent addition to the above referenced RFP. Failure to return this signed addendum may result in rejection of your proposal.

If you have any questions please contact Jaime Motley at [Jaime.Motley@dfa.arkansas.gov](mailto:Jaime.Motley@dfa.arkansas.gov) or (501) 371-6065.

Company: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_