

# Substance Use Disorder Treatment and Recovery



## Solicitation Information April 21, 2016

### Addendum #2

**RFP# 7550492**

**TITLE: Substance Use Disorder Treatment and Recovery Services (All Facilities except Minimum)**

**SUBMISSION DEADLINE: Thursday, May 5, 2016 at 2:30 PM (ET)**

ATTACHED ARE VENDOR QUESTIONS WITH STATE RESPONSES. NO FURTHER QUESTIONS WILL BE ANSWERED.

**GAIL WALSH  
CHIEF BUYER**

## Vendor A

How many staff hours from this grant are expected to participate in the overall DOC discharge planning process?

Currently there is one FTE discharge planner for Men's Minimum and Intake, one for both Women's Facilities, and one for Men's Medium, Maximum, and High Security

Is the grantee expected to fulfill the role of DOC Discharge planner for inmates participating in this RFP?

Yes

Will Anchor Recovery Coaches continue to provide Recovery Support Groups if the Providence Center is not the entity selected for this round of grant funding?

No

Are formal service agreements with Anchor Expected to be solidified by the grant deadline or after grant award?

Service agreements should be initiated immediately after official notification of grant award in order to prevent a gap in service to the greatest extent possible.

What is the expected role of Anchor Recovery Centers if the Providence Center is not the selected vendor for this round of grant funding?

The Anchor Recovery Center is an integral part of re-entry services and aftercare for our population. This relationship is expected to continue regardless of who receives the contract award.

How many inmates are expected to participate in the modified TC at one time? (Static capacity)

100

What is the static capacity of the women's GM?

20 at Gloria McDonald and 20 at Bernadette

## Vendor B

1. Can you confirm that the page limit for the technical proposal is 6 pages? Given the size and extent of the project and the that need to be addressed in the technical proposal the page limit seems too low.

Vendors should submit all necessary information requested in the RFP regardless of the number of pages it takes. They need to feel comfortable with their response.

2. Are you expecting a detailed budget and budget narrative to be submitted with the cost proposal or should we submit the cost proposal summary only?

This is entirely up to each vendor responding, the cost proposal needs to be clear enough with appropriate information and data to address the RFP.

## Vendor C

1. Page 6 of the RFP states, "The selected vendor should either be licensed by the Department of Behavioral Health, Developmental Disabilities, and Hospitals (BHDDH) or be accredited by one of the major accreditation agencies." Will CARF accreditation suffice?

Yes

2. Page 13 of the RFP states that "vendor staff must complete required RIDOC security training..." What does RIDOC security training entail? Are all vendor staff required to complete this training? Once or annually? What is the length of the training? Are costs for mandatory training assumed by the offeror; if so how much is it?

New employees (including contract employees) must be cleared by Records and ID and the Special Investigation Unit (SIU). In addition all staff are required to attend a two day New Employee Orientation. This orientation is offered by the Training Academy. There is no cost to the vendor. This is a one- time requirement for all new hires.

3. Does the Department have a preferred format for the vendor's monthly and quarterly reports or will this be determined after award? If there is a preferred format, please provide the forms or a sample of the reports.

One of the monthly report is required by the Governor's Office and must be completed in a specific format. The quarterly reports may use a different format however the format will require approval before use.

4. Page 6 of the RFP references the results of a trainee-conducted CPC assessment of the medium security program. Can we obtain a copy of the completed CPC and the resulting recommendations?

This report is specific to the program that was assessed and cannot be shared.

5. Pages 8 & 9 reference the provision of Recovery Groups by Recovery Coaches. Please define Recovery Coach. Are these vendor staff positions? If not, are these groups co-facilitated by vendor staff?

Recovery Coaches are individuals who are in recovery and who have been certified or actively working on certification as a Recovery Coach. These Coaches are paid for by the vendor.

6. Who is responsible for conducting the LSI-R assessment -- RIDOC or the vendor?

RIDOC

7. What is the current annual funding for all contracted services? What is the annual funding assigned to each program?

This information is available in the State Budget Document available on-line.

8. Please provide the staffing pattern by program for the current contract.

Do not have this

9. Please provide an organization chart for the current contract that depicts (a.) the supervisory and administrative structure and (b) the assignment of FTE's by location and program.

Do not have this

10. What is the current average monthly enrollment in the following programs:

- Women's GM: 4 month intensive Day Treatment Average daily census: 7 Vivitrol Relapse Prevention Program
- Women's Bernadette: 2 month intensive day treatment Average daily census: 7 Vivitrol Relapse Prevention Program
- Men's Medium: Modified Therapeutic Community & Vivitrol Relapse Prevention Program Average daily census: 76
- Men's Maximum: Substance Use Disorder Treatment group Average daily census: 12 Criminal Addictive Thinking Group Average daily census: 10 Vivitrol Relapse Prevention Program
- Intake Services Center: 30 Day program for Parole Violators Average daily census: 5  
30 Day program for Sentenced offenders Average daily census: 19 Vivitrol Relapse Prevention Program

We do not have figures for Vivitrol Relapse Prevention because we have only had 5 participants between December 30, 2015 and present.

11. What is the maximum capacity for the TC program?

Do not understand the question

12. How many offenders received services in FY 2016 in each program specified in question 10 above?

Unable to provide at this time

13. Please specify the maximum number of offenders in each group. Does this number vary by program?

It does vary by group

14. For Men's Maximum, does each offender attend all of the groups listed on page 9 or are they assigned to certain groups?

Participants for the Maximum program are selected by Adult Counselor with Security staff input.

15. Is the vendor responsible for providing a copier, or will this equipment be provided? Does equipment purchased by the offeror remain the property of the offeror or is ownership transferred to the State?

Combination copy, fax, printer machines are in most of the service areas and are available for contractor use. Copy paper, etc. must be provided by the contractor. Equipment purchased with contract funds become the property of RIDOC

16. The cost proposal requires a "detailed hourly rate for all personnel identified." Should this hourly rate include tax and fringe?

YES, broken out.

17. The cost proposal also requires "other costs incorporated into the contract." Please clarify. Does this include indirect costs plus administrative fees?

YES

18. Please provide DOC's inmate urinalysis/illicit drug use and substance use testing policy.

Will be provided upon contract award, it is also available on line in RIDOC policies.

19. How many references are being requested on page 15 under #2. Capability, Capacity, and Qualifications of the Offeror?

The number is entirely up to the vendor.

#### Vendor D

1. The current Men's re-entry program with aftercare services is not an expectation as part of this RFP?

The Men's Minimum re-entry program with aftercare is NOT part of this RFP.

2. Is the expectation that the 6 month residential modified TC in Men's Medium will continue as currently implemented through this RFP?

Yes

3. What is the current funding ceiling available for this RFP?

This depends on the proposals presented.