



## BOONE COUNTY, MISSOURI

### Request for Proposal # 43-19NOV13 – Mental Healthcare Services for Inmates of the Boone County Jail

#### ADDENDUM #1 - Issued October 22, 2013

This addendum is issued in accordance with Request for Proposal number 43-19NOV13 requirements and is hereby incorporated into and made a part of the Request for Proposal documents. Offerors are reminded that receipt of this addendum should be acknowledged and submitted with Offeror's proposal response.

Scope of Work for the above noted Request for Proposal and the work covered thereby are herein modified as follows, and except as set forth herein, otherwise remain unchanged and in full force and effect:

#### **I. The County received the following questions and is providing a response.**

**Question #1 regarding section 3.3.4.5.:** Dr Blackburn and the medical staff have been managing the detoxification of inmates and the taper of inmates from controlled substances like Benzodiazepines but the RFP currently puts it in as a contract duty of the awarded contractor. Could the RFP be modified to continue the practice of the Medical Director managing the detoxification of inmates and the taper of inmates from controlled substances like Benzodiazepines?

**Response:** The RFP is amended to reflect that detoxification of narcotics, benzodiazepines, alcohol and other medications as needed is under the responsibility of the Medical Director and medical staff.

**Question #2 regarding section 3.3.1.5.:** The RFP stipulates that management of psychotropic medication is carried out by a psychiatrist on site, but currently at the jail, it is done by a Psychiatric Advanced Practice Nurse (Psych-APN) on site under the supervision of a psychiatrist that is not on site. Could the RFP be modified to allow a Psych APN being the primary provider of services?

**Response:** The RFP is amended to show that the "psychiatrist" is available for the Psychiatric Advanced Practice Nurse to operate on site. But will also allow a "psychiatrist" to be on site as well as an alternative. RFP should reflect the choice of the Contractor as to how best manage the population within guidelines acceptable to the "Medical Director" of the Boone County Jail.

**Question #3 regarding sections 3.3.1.1. & 3.3.3.2.:** The current number of inmates seen/sessions outlined in the RFP is low and will not cover the needs for services. Currently, sessions are up to 180 per month and the wait time with even that number is far greater than the 7 days recommend by the NCCHC standards. Could the RFP be modified to address services based on this more realistic number of hours needed and within the standards that the NCCHC recommends?

**Response:** The RFP as written should reflect the current data as provided by the current Contractor based on historical background and actual work performed to date. The hours were updated to reflect the necessary increase in hours for the next contract term.

**Question #4 regarding section 3.3.4.3.:** The guideline recommended in paragraph 3.3.4.3 of the preference of liquid medication over pill form not realistic nor would it be cost effective for the Boone County Jail. Could I make a different recommendation in my proposal response?


**Response:** The Offeror may provide the best cost saving and practical methodology as to medication delivery for psychiatric medications within parameters as set forth for good practices and the protocols agreed upon by the vendor and the "Medical Director" for the Boone County Jail.

**Question #5 regarding section 3.3.3.2.:** Can the RFP make payments at 1/12 of the contract cost on the last day of each month or at least within 7 days after the invoice has been submitted?

**Response:** Once a correct and valid invoice is submitted to the County, it will be paid within 30 days. Successful awarded Contractor may be able to negotiate with the Sheriff Department on invoicing on an earlier invoice date, perhaps on the 15th or 20<sup>th</sup>.

**Question #6 regarding section 3.3.1.7.:** Can the RFP be amended to state the trainings will be offered upon request quarterly? These trainings would be offered if needed but if not requested by BCJ they will not be done, nor would payment be expected for such services. In addition, the training that will be offered provides the opportunity for continuing education but not the awarding of formal hours that professional organizations may require. For such hours to be awarded the trainings have to be submitted, accepted and approved by those organizations and that is a long process that could not be completed quickly and may lead increased cost for such a training that would have to be absorbed by the BCJ. This process has once again has not taken place but can be explored in the future. However, cost estimates could not be provided accurately in the time in which this RFP is due for submittal. So the RFP may need to clarify that the continuing education hours requirement is currently limited.

**Response:** Trainings will occur on at least a once per year basis, and should be coordinated between the Jail Administration and the successful Contractor of this RFP. At least two separate trainings are necessary to include the odd shift work the jail employs for its officers.

By:   
**Melinda Bobbitt, CPPO, CPPB**  
**Director of Purchasing**

OFFEROR has examined copy of Addendum #1 to Request for Proposal # **43-19NOV13 – Mental Healthcare Services for Inmates of the Boone County Jail** receipt of which is hereby acknowledged:

Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

Authorized Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Representative Printed Name: \_\_\_\_\_