

INVITATION TO NEGOTIATE (ITN)

ADDENDUM #1

October 4, 2017

ITN Number: 10564

ITN Services: The Department seeks replies from Providers for the delivery of medical services, mental health services, substance abuse services and psychiatric services in each of the eight (8) Regional Juvenile Detention Centers (RJDCs) located in the North Region.

UNSPSC Code: 85101500, 85101700, 85101706, 85121607, 85121700, 93131700, 93131705

Subject: This Addendum contains questions submitted by prospective Respondents and the Department's answer and updates to the ITN language.

Deletions are indicated by "strikethrough" or reference. Additions, updates or replacements are indicated by underscore, reference or **highlighting**.

REFERENCE: **Page 1, Transmittal Letter**
DELETE: Attachment H for ITN 10564 – Form Revised³ (**Mandatory**)
ADD: **Attachment H for ITN 10564 – Budget Form Revised (10/4/17)³ (Mandatory)**

REFERENCE: **Page 5, Attachment A, Section IV., A., Statement of Purpose**
UPDATE: The Department is requesting replies from qualified Respondents who have the qualifications, experience and past performance to provide Comprehensive Health Services clearly linked to the Department's mission, value and goals for the Department's eight (8) regional juvenile detention centers located in the North Region. Based on Research and Data Integrity's 2016 Comprehensive Accountability Report (CAR), the Average Daily Population (ADP) for the State operated detention facilities in Fiscal Year (FY) 2015-16 was nine hundred fifty-three (953) and the total ADP for the North Region's eight (8) juvenile detention centers was two hundred and ninety-two (292). An ADP Monthly Report will be utilized for deliverables and invoicing. This information is available in the Secure Detention Utilization (FY 2015-16) Chart on page 4 of the 2016 CAR for Detention Services. The CAR is available at <http://www.djj.state.fl.us/research/reports/research-reports/car> <http://www.djj.state.fl.us/research/reports/reports-and-data/static-research-reports/comprehensive-accountability-report>.

REFERENCE: **Page 16, Attachment A-1, Section VI., A., Invoice**
UPDATE: Properly prepared invoices shall be submitted for each detention center directly to the Department's Contract Manager within fifteen (15) business days following the end of the month for which services were rendered or five (5) business days after receipt of the ADP report. Payment of the invoices shall be pursuant to section 215.422, Florida Statutes and any interest due shall be paid pursuant to section 55.03(1), Florida Statutes. A Vendor Ombudsman, established within the Department of Financial Services, may be contacted if a Respondent is experiencing problems in obtaining timely payment(s) from a State of Florida agency. The Vendor Ombudsman may be contacted at (850) 413-5516. The Respondent shall provide, with each monthly invoice, an accepted and signed monthly ADP report for the previous month, which will be provided by the Department by the tenth (10th) of each month. The report is produced by the first

Monday of the month following the reporting month and will be received by the Respondent no later than the tenth (10th) of the invoicing month.

The Per diem will be determined as follows: Yearly contract amount in Attachment H ÷ by total number of days in the contract term ÷ by the total Average Daily Population (ADP) for all Regional Juvenile Detention Centers in the North Region. The ADP for fiscal year (FY) 2014/15 ~~2015-16~~ is ~~two hundred and ninety-eight (298)~~ **two hundred ninety-two (292)** youth as determined by the Department's Bureau of Research and Data's and available in the Comprehensive Accountability Report, (See page 6 **5** of this ITN, IV. **1** Statement of Purpose). This per diem will remain the same for the term of the resulting contract from this ITN.

The Respondent must use the following formula to determine monthly invoice amount: # of days in a month x # of youth in the monthly ADP report x per diem = total amount of invoice.

REFERENCE: Page 19, Attachment A-2, Section II., A., Key Personnel
ADD:

Medical Positions per Detention Center
Regional Clinical Director – One (1) Full Time Employee (FTE) for the North Region
Designated Health Authority – DHA (MD) – One (1) per Juvenile Detention Center. Number of hours will depend on size, population and staff at the detention center.
Clinical Manager – (1) FTE - Registered Nurse (RN) level or higher for the following Regional Juvenile Detention Centers: Alachua RJDC, Bay RJDC, Duval RJDC, Escambia RJDC, Leon RJDC, Marion RJDC, Okaloosa RJDC, and Volusia RJDC.
One (1) or more of the following positions at each of the Regional Juvenile Detention Centers, for on-site nursing coverage twelve (12) hours per day Monday through Friday and eight (8) hours per day on weekends, sufficient to perform daily tasks including all med passes:
Advanced Registered Nurse Practitioner – ARNP
Registered Nurse – RN
Licensed Practical Nurse – LPN
See Exhibit 1 – Matrix for Medical Services Positions per Regional Juvenile Detention Centers
Records Clerk for both Medical and Mental Health/Substance Abuse Services – 1 FTE per RJDC.

REFERENCE: Pages 41-45, Attachment B, Section IV., B., Calendar of Events
UPDATE:

Wednesday, October, 4, 2017	COB	Anticipated date that answers to written questions will be posted on the website	MyFlorida.com website http://www.myflorida.com/apps/vbs/vbs_www_main_menu under the solicitation #10564.
Tuesday, October 10, 2017	11:00 AM EDT	Additional MANDATORY Site Visit (for state-owned / leased facilities only)	See below for Site Visit Details on this Addendum
Monday, October, 16, 2017	2:00 PM EDT	Written Replies Due and Opened	Attention: Jennifer A. Rechichi, Procurement Manager DJJ Bureau of Procurement and Contract Administration 2737 Centerview Drive, Suite 1100 Tallahassee, FL 32399-3100

<p>Monday, October, 30, 2017</p>	<p>2:30 PM EDT</p>	<p>Evaluator Briefing <i>(public meeting / recorded)</i></p>	<p>Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed.</p> <p>A recording of the Conference Call will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls within 48 hours of briefing.</p>
<p>Tuesday, November, 14, 2017</p>	<p>3:00 PM EST</p>	<p>Debriefing #1 Meeting to Record Scores of Written Narrative Reply Evaluations <i>(public meeting / recorded)</i></p>	<p>Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed.</p> <p>A recording of the debriefing will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls within 48 hours of the debriefing.</p>
<p>Tuesday, November, 28, 2017</p>	<p>2:00 PM EST</p>	<p>Debriefing #2 Meeting of the Evaluation Team to determine number of Respondents to move forward to Negotiations <i>(public meeting / recorded)</i></p>	<p>Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed.</p> <p>A recording of the debriefing will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls within 48 hours of the debriefing.</p>
<p>Tuesday – Thursday, December, 12-14, 2017</p>	<p>TBD</p>	<p>Negotiations Final dates and times to be communicated to Respondent(s) selected for negotiations <i>(not open to the public but recorded)</i></p>	<p>Specific room location TBD</p> <p>Respondents shall go to the Knight Building, DJJ Headquarters 2737 Centerview Drive Tallahassee, FL 32399-3100 (go to the lobby for directions)</p>

Wednesday, December 7, 2017	2:00 PM EST	<p>Debriefing #3</p> <p>Meeting of Negotiation Team to determine the Respondents to move forward to round 2 of negotiations or to be part of the Comparative Analysis or Memorandum of Negotiation</p> <p><i>(public meeting / recorded)</i></p>	<p>Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed. A recording of the debriefing will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls within 48 hours of the debriefing.</p>
Wednesday – Friday, January 3 – 5, 2018	TBD	<p>Negotiations – Round Two (optional)</p> <p><i>(not open to the public but recorded)</i></p>	<p>Negotiations are anticipated to be held in Tallahassee, Florida.</p> <p>Final location subject to change at Department discretion.</p>
Thursday, January 11, 2018	2:00 PM EST	<p>Debriefing #4</p> <p>Meeting of Negotiation Team to determine the Respondents to move forward to round 3 of negotiations or to be part of the Comparative Analysis or Memorandum of Negotiation</p> <p><i>(public meeting / recorded)</i></p>	<p>Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed. A recording of the debriefing will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls within 48 hours of the debriefing.</p>
Wednesday, January 24, 2018	2:00 PM EST	<p>Debriefing #5</p> <p>Meeting of Negotiation Team to determine the Respondents that will move forward and be part of the Comparative Analysis Tool or Memorandum of Negotiation (MON)</p> <p><i>(public meeting / recorded)</i></p>	<p>Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed. A recording of the debriefing will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls Within forty-eight (48) hours of the debriefing.</p>
Thursday, January 25, 2018	2:00 PM EST	Debriefing #6	Bureau of Procurement and Contract Administration

		Meeting of Negotiation Team to Complete the Comparative Analysis Tool to determine which Respondent moves forward to the Memorandum of Negotiation <i>(public meeting / recorded)</i>	Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed. A recording of the debriefing will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls within forty-eight (48) hours of the debriefing.
Monday, February 12, 2018	2:00 PM EST	Debriefing #7 Meeting of Negotiation Team to Recommend Contract Award <i>(public meeting / recorded)</i>	Bureau of Procurement and Contract Administration Knight Building, DJJ Headquarters 2737 Centerview Drive (go to lobby for directions) Tallahassee, FL 32399-3100 or telephone 1-888-670-3525 and enter Code 2662476963# when directed. A recording of the debriefing will be available at http://www.djj.state.fl.us/partners/procurement-and-contract-administration/conference-calls within forty-eight (48) hours of the debriefing.
Monday, March 5, 2018	COB	Anticipated posting date of Notice of Final Agency Decision (Anticipated Date of Contract Award)	MyFlorida.com website http://www.myflorida.com/apps/vbs/vbs_main_menu
Friday, March 30, 2018		Anticipated Contract Execution Date	

REFERENCE: Pages 45-47, Attachment B, Section IV., D., Site Visit(s)/Inspections
ADD: Due to the impact Hurricane Irma had on the prospective Respondents' ability to attend one (1) of the **MANDATORY** site visits on September 7th, an additional site visit has been scheduled at Alachua RJDC on Tuesday, October 10, 2017 at 11:00 AM EDT.

REFERENCE: Page 47, Attachment B, Section IV., H., Negotiations
UPDATE: 2. If the team determines a ~~second~~ **another** round of negotiations is necessary, the Negotiation team will determine which of the Respondents will move forward to a ~~second round~~ of negotiations. Respondents are no longer moved forward in ranking order after round 1 Negotiations are completed.

REFERENCE: Page 48, Attachment B, Section V., Mandatory Requirements
UPDATE: E. It is **MANDATORY** that the Respondent submit a signed Attachment H–Budget for this ITN 10564 – **Budget Form Revised (10/4/17)**. This budget

form is available as a separate document from the ITN and posted on the Vendor Bid System.

- REFERENCE:** Page 55, Attachment B, Section XX., G., 1., Budget – Volume 2, Tab 1
- UPDATE:** a. It is **MANDATORY** that the Respondent complete and submit in Tab 1 of Volume 2 a signed Attachment H **for this ITN 10564** – Budget **Form Revised (10/4/17)**. The Department will negotiate a fixed price contract with the successful Respondent, ensuring that all budgeted costs are reasonable, allowable and necessary for program operations. The price proposed in the initial reply shall be reviewed by the Department's negotiation team based on proposed costs being reasonable, allowable, and necessary for program operation and further negotiated. **Please ensure that all costs are covered, all titles/positions (including # or how many) match as outlined in the reply and specific line item detail is included. Please include a predicate for expenses and/or copies of any contracts for outside services (i.e. food service).**

REFERENCE: Pages 82-83, Exhibit 1, Matrix for Medical Services Positions Per Regional Juvenile Detention Centers

UPDATE:

Alachua RJDC

DHA – On Site in the clinic at least weekly with no more than nine days between visits and on-call 7 days a week, 24 hours a day.

ARNP - 0.4 FTE (sixteen [16] hours per week)

RN Clinic Manager 1.0 FTE (forty [40] hours per week)

*LPN – Minimum of 1.0 FTE (forty [40] hours per week)

Records Clerk - Minimum of 1.0 FTE to provide adequate record keeping for both Medical and Mental Health.

*On-site nursing coverage shall be provided for a minimum of twelve (12) hours per day Monday-Friday and eight (8) hours per day on weekends, sufficient to perform daily tasks including all med passes. Services shall be provided by Registered Nurses (RNs), and Licensed Practical Nurses (LPNs).

Minimum Ratio of nursing hours to youth:

Forty (40) youth = Forty (40) nursing hours and for every additional twenty (20) youth add ten (10) hours of nursing hours.

Escambia RJDC

DHA – On Site in the clinic at least weekly with no more than nine days between visits and on-call 7 days a week, 24 hours a day.

ARNP - 0.50 FTE (twenty [20] hours per week)

RN Clinic Manager 1.0 FTE (forty [40] hours per week)

*LPN – Minimum of 0.30 FTE (sixteen [16] hours per week)

Records Clerk - Minimum of 1.0 FTE to provide adequate record keeping for both Medical and Mental Health.

*On-site nursing coverage shall be provided for a minimum of twelve (12) hours per day Monday-Friday and eight (8) hours per day on weekends, sufficient to perform daily tasks including all med passes. Services shall be provided by Registered Nurses (RNs), and Licensed Practical Nurses (LPNs).

Minimum Ratio of nursing hours to youth:

Forty (40) youth = Forty (40) nursing hours and for every additional twenty (20) youth add ten (10) hours of nursing hours.

Return of this Addendum is not mandatory; however, the Respondent is responsible for its contents and is requested to sign and submit this Addendum with its response to the ITN.

Protests must be filed with the General Counsel's Office, Department of Juvenile Justice, 2737 Centerview Drive, Tallahassee, Florida 32399-3100, within the time prescribed in section 120.57(3), Florida Statutes, and chapter 28-110, Florida Administrative Code. Notices delivered by hand delivery or delivery service shall be to the Agency Clerk, Office of the General Counsel, Florida Department of Juvenile Justice, 2737 Centerview Drive, Tallahassee, Florida, 32399-3100, with a copy to the Department's Procurement Manager responsible for this solicitation.

Failure to file a protest within the time prescribed in section 120.57 (3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond, shall constitute a waiver of proceedings under chapter 120, Florida Statutes. Written notices, formal requests and proceedings must conform to the requirements set forth in chapter 28-110, Florida Administrative Code.

Any person who files an action protesting a decision or intended decision pertaining to contracts administered by the department or agency pursuant to section 120.57(3), Florida Statutes, shall post with the department or the agency at the time of filing the formal written protest a bond payable to the department or agency in an amount equal to 1 percent (1%) of the estimated contract amount. The estimated contract amount shall be based upon the contract price submitted by the protestor or, if no contract price was submitted, the department or agency shall estimate the contract amount based on factors including, but not limited to, the price of previous or existing contracts for similar commodities or contractual services, the amount appropriated by the Legislature for the contract, or the fair market value of similar commodities or contractual services. The agency shall provide the estimated contract amount to the Provider within seventy-two (72) hours, excluding Saturdays, Sundays, and state holidays, after the filing of the notice of protest by the Provider. The estimated contract amount is not subject to protest pursuant to section 120.57(3), Florida Statutes. The bond shall be conditioned upon the payment of all costs and charges that are adjudged against the protestor in the administrative hearing in which the action is brought and in any subsequent appellate court proceeding. In lieu of a bond, the department or agency may, in either case, accept a cashier's check, official bank check, or money order in the amount of the bond. If, after completion of the administrative hearing process and any appellate court proceedings, the department or agency prevails, it shall recover all costs and charges which shall be included in the final order or judgment, excluding attorney's fees. This section shall not apply to protests filed by the Office of Supplier Diversity. Upon payment of such costs and charges by the protestor, the bond, cashier's check, official bank check, or money order shall be returned to the protestor. If, after the completion of the administrative hearing process and any appellate court proceedings, the protestor prevails, it shall recover all costs and charges which shall be included in the final order or judgment, excluding attorney's fees.

SIGNED BY: _____

NAME: _____

COMPANY: _____

TITLE: _____

DATE: _____

ITN #10564

The Department seeks replies from qualified non-profit, for profit and government entities to serve as the single Provider of Comprehensive Health Services in eight (8) RJDCs located in the North Region consisting of Alachua RJDC, Bay RJDC, Duval RJDC, Escambia RJDC, Leon RJDC, Marion RJDC, Okaloosa RJDC and Volusia RJDC.

(Questions are presented in exact manner received)

Questions from Maxim Healthcare Services, Received on September 14, 2017	
Question #1	Can you please provide the current schedules for Medical and Mental Health for all eight (8) facilities?
Answer #1	Please see the attached medical and mental health staffing schedules for the North Region included as a part of this Addendum.
Question #2	Can you please provide a list of any current vacant positions for the Medical and Mental Health for all of the eight (8) facilities?
Answer #2	Currently they have provided monthly schedules and match the FTE requirements for all medical positions in Contract #10195. Bay RJDC is utilizing Pro Re Nata (PRN) staff for the current .40 Licensed Practical Nurse (LPN) position and Alachua RJDC has 1.0 LPN utilizing fill in and PRN staff for that position. The Regional nurse position is covering for the clinic manager who is out on medical leave. There are no vacancies for the Mental Health positions.
Question #3	Please confirm the ADP (Average Daily Population) to be used for the North Region ITN budget. Attachment H of the ITN has a total ADP of 298, however, on page 5 of the ITN under the "Statement of Purpose", the ADP is listed as 292, and the Invoice section on page 16 shows 298.
Answer #3	Please see the revisions for Invoicing language and the Attachment H for this ITN 10564-Budget Form Revised (10/4/17) as a part of this Addendum and uploaded as separate document on the Vendor Bid System (VBS).
Question #4	What is the State's budget for the North Region for these services requested in the ITN?
Answer #4	The projected annual amount for the resulting Contract shall not exceed \$4,162,591.84.
Question #5	Should the State award this contract to a vendor other than the current incumbent vendor, what timeframe will DJJ allow for full "transition" to the new vendor?
Answer #5	The anticipated posting date of Notice of Final Agency Decision is <u>3/5/2018</u> . The anticipated Contract start date is <u>4/1/2018</u> . This will allow for an estimated one (1) month to transition the services from the current Provider to a new Provider, if needed. These dates and any subsequent revisions to these dates can be found at: http://www.myflorida.com/apps/vbs/vbs www.main menu under the solicitation #10564
Question #6	Considering the recent impact that hurricane Irma has had on the state, will there be any scheduling changes or extensions for DJJ's Calendar of Events on pages 41 through 45 of the ITN?
Answer #6	The Department has scheduled an additional site visit to accommodate any Respondent not able to attend the site visit held on September 7 th due to Hurricane Irma. For details, please refer to Calendar of Events in this Addendum.
Question #7	Are there any current challenges or service issues on the current contract that DJJ may be interested in vendors addressing in response to this latest ITN for North Region?
Answer #7	The Department has identified the following as current challenges and/or service issues with Contract #10195. Regional managers spend too much time providing direct care services and/or filling in for staff vacancies. They have insufficient time available to perform their oversight/management responsibilities.

	Additionally, the scheduling of the DHA should allow for ongoing communications with other medical staff including the monthly meetings with superintendents.
Question #8	There is no RN Manager position at the Alachua and Escambia facilities. Please confirm this is DJJ's intent, or advise otherwise.
Answer #8	This is a typographical error and every facility should have a position for the RN clinic manager. Please see the revisions to the Matrix for Medical Services Positions Per Regional Juvenile Detention Centers (Exhibit 1) included in this Addendum.
Question #9	On page 15 of the ITN under Staff Training: For DJJ's training requirements, are you requiring new hires to complete JJIS training "prior to" on site orientation with medical staff?
Answer #9	For new hires to begin utilizing the Electronic Medical Record/Electronic Health Record (EMR/EHR) they must have completed JJIS training which precludes on-site training when they cannot access the system. The new hires can be on-site to review Rules, FOP's, complete their skill pro trainings etc., but they should not be performing or shadowing for on-site training until access to JJIS is completed.
Question #10	Can you confirm what the ADP trend was for the last fiscal year?
Answer #10	Please see the attached Average Daily Population (ADP) table for FY2016-17 for the eight (8) RJDCs as a part of this Addendum. The table also includes the ADP by gender for FY2016-17 for each facility.
Questions from Correct Care Solutions, Received on September 14, 2017	
Question #11	What does the Department anticipate as the new ADP for each individual facility after 10/1/17 with the new legislation that will be going in effect?
Answer #11	Please see the attached Average Daily Population (ADP) table for the eight RJDCs for this ITN included as a part of this Addendum. The table also includes the ADP by gender for each facility included in the ITN.
Question #12	Are the minimum staffing requirements based on the new anticipated ADPs or the current ADPs? a. If the current ADPs, will the Department provide bidders with updated minimum staffing requirements by facility based on the anticipated ADP increases, so that bidders may be aware of how these changes could impact their proposed staffing and pricing for this ITN?
Answer #12	Please see Attachment A-1, Section IV., Staffing/Personnel on pages 10-15 of the ITN and Exhibits 1 & 2 based on the current ADPs and Answer #16 for the new anticipated ADPs.
Question #13	Please provide ADP reports for 7/1/16 – 8/31/17.
Answer #13	Please see the attached Average Daily Population (ADP) table for the eight (8) RJDCs for this ITN included as a part of this Addendum. The table also includes the ADP by gender for each facility.
Question #14	Please provide copies of the medical and mental health staffing schedules for the past six months.
Answer #14	Please see Answer #1.
Question #15	Please provide a breakdown of current FTEs for each facility by position.
Answer #15	The current hourly rates for the positions in question can be found in the current contract (Contract #10195) and amendments via public records request or via the Florida Accountability Contract Tracking System (FACTS) at: https://facts.fldfs.com/Search/ContractSearch.aspx . Contract #10195 for the North Region includes all eight (8) RDJCs.
Question #16	We understand, due to the increasing ADP, that FTEs of the current contract will be increasing at some of the facilities. Please provide the facility name, position, and FTE that will be increasing.

Answer #16	<p>For Alachua RJDC, the ARNP position will increase from six (6) to eight (8) hours per week and the Licensed MHP will increase from twenty (20) to forty (40) hours per week.</p> <p>For Duval RJDC, the LPN will increase from fifty-six (56) to seventy-two hours per week; the Psychiatrist will decrease from four (4) to two (2) hours per week; and the Medical Records Clerk's hours will decrease by ten (10) per week.</p> <p>For Escambia RJDC, the ARNP position will increase from six (6) to eight (8) hours per week; the LPN will increase from sixteen (16) to forty (40) hours per week; the Licensed MHP will increase from twenty (20) to forty (40) hours per week; and the Medical Records Clerk's hours will increase from thirty (30) to forty (40) per week.</p>
Question #17	ITN P. 18, section XIV. Performance Measures and Evaluation only lists one Key Performance Outcome Measure deemed most crucial to the success of the overall desired service delivery. Should there be additional measures listed?
Answer #17	Additional performance measures and standards may be proposed by the Respondent and negotiated by the Department to be included in the resulting Contract from this ITN.
Question #18	ITN P. 19, section II.A. Key Personnel refers to "the table below," but there is no table. Please clarify.
Answer #18	Please see the table included as a part of this Addendum.
Question #19	ITN P. 44-45: The Calendar of Events includes the addition of a third round of negotiations and a Debriefing #7. However, the negotiation language on pages 47 (section H) and 66 (section 6) only describes two rounds of negotiations. Please clarify whether the DJJ is adding a third round of negotiations and a 7 th debriefing, or whether the typical two rounds of negotiations and six debriefings will take place.
Answer #19	Please see the revision to the Negotiations language in Attachment B included in the Addendum.

Medical Services Staff Schedules – North Region

ALACHUA RJDC	BAY RJDC	DUVAL RJDC	ESCAMBIA RJDC	LEON RJDC	MARION RJDC	OKALOOSA RJDC	VOLUSIA RJDC
<p>0.038 DHA/PHYSICIAN On-Site Sunday 12pm-1:30pm</p> <p>On-call 7 days a week, 24 hours a day</p>	<p>0.03 DHA/PHYSICIAN On-Site Mondays;7am-9am</p> <p>On-call 7 days a week, 24 hours a day</p>	<p>0.050 DHA /PHYSICIAN On-Site Saturdays 2-4pm</p> <p>On-call 7 days a week, 24 hours a day</p>	<p>0.03 DHA/PHYSICIAN On-Site Sunday 9am-10am</p> <p>On-call 7 days a week, 24 hours a day</p>	<p>0.03 DHA/PHYSICIAN On-Site Saturday 7am-9am</p> <p>On-call 7 days a week, 24 hours a day</p>	<p>0.03 DHA /PHYSICIAN On-Site Sunday 10am-11am</p> <p>On-call 7 days a week, 24 hours a day</p>	<p>0.03 DHA /PHYSICIAN On-Site-DHA covers both ARNP & DHA position: Tuesday 9am-1pm and Friday 9am-12pm</p> <p>On-call 7 days a week, 24 hours a day</p>	<p>0.04 DHA /PHYSICIAN On-Site Mondays 5:30-7:00pm</p> <p>On-call 7 days a week, 24 hours a day</p>
<p>.015ARNP Monday alternates 3 or 8 hours with Wednesday. Most Mondays 7:00am-3:30pm & Wednesday 10:00am-1:00pm</p> <p>1.00 CLINIC MANAGER Monday-Friday 7:00am-3:30pm</p> <p>1.00 CLINIC MANAGER Monday-Friday 7:00am-3:30pm</p> <p>.40 RN Saturday and Sunday 7:00am-3:30pm</p> <p>1.0 LPN Monday through Friday 11:am-7:30pm</p> <p>0.750 MRC Monday through Friday 8:30am-2:30pm</p>	<p>0.15 ARNP Thursdays 12-6pm</p> <p>1.00 CLINIC MANAGER Monday-Friday 7:00am 3:30pm</p> <p>1.40 LPN Tuesday& Thursday 1am-7:30pm Monday, Wednesday, Thursday & Friday 11:00am-7:30pm Tuesdays 3:00pm-7:30pm Saturday/Sunday7:0am-3:30pm</p> <p>0.50 MRC Monday-Friday 8:00am-1:00pm</p>	<p>0.050 ARNP ARNP scheduled days has varied OHS has requested be set and not the same day as DHA. 2-eight hour days and 1-four day.</p> <p>1.00 CLINIC MANGER Monday-Friday 9:00am-5:00pm</p> <p>1.00 RN Monday through Friday 9:30am-6:00pm</p> <p>3.0 LPN Monday - Friday 6:30am-8:pm Saturday & Sunday 6:30-7:30pm</p> <p>1.25 MRC Monday-Friday 8:00am-4:30pm **see below</p>	<p>0.15 ARNP Tuesday & Friday 11:30am-2:30pm</p> <p>1.00 CLINIC MANAGER Monday-Friday 7:00am 3:30pm</p> <p>1.40 LPN Monday -Friday 11:00am-7:00pm Saturday & Sunday 7:00am-3:30pm</p> <p>0.50 MRC Monday-Friday 8am 2pm **see below</p>	<p>0.15 ARNP Monday and Wednesday 5:30pm-8:30pm</p> <p>1.00 CLINIC MANAGER Monday-Friday 7:00am-3:00pm</p> <p>1.40 LPN Mondays, Wednesday & Fridays 10am-8:30pm; Tuesdays 11am-7pm Thursdays 2pm-8pm Saturday and Sundays 8am-4pm</p> <p>0.75 MRC Monday -Friday 6:40am-12:40pm</p>	<p>0.15 ARNP Mondays and Thursday 5pm-8pm</p> <p>1.00 CLINIC MANAGER Monday -Friday 7:00am-3:00pm</p> <p>1.40 LPN Monday-Wednesday 2:00pm-9:00pm Thursday & Friday 1:00pm-9:00pm Saturday & Sunday 7:00am-3:00pm</p> <p>0.50 MRC Monday-Thursday 7a-3p Friday 7a-12p</p>	<p>0.15 ARNP Covered by DHA</p> <p>1.00 CLINIC MANAGER Monday-Friday 6:00am-2:30pm</p> <p>1.40 LPN Monday-Friday 1pm-9:30pm Saturday & Sunday 7:am-3:30pm</p> <p>0.50 MRC Monday-Friday 6am-2pm</p>	<p>0.20 ARNP Wednesdays 9:00am-5:00pm</p> <p>1.0 CLINIC MANAGER Monday-Friday alternates 12:00-8:00pm or 1:00pm-9:00pm</p> <p>0.40 RN every other Saturday-12hours Sunday and Saturday remaining covered by LPN currently due to unable to recruit</p> <p>01.25 LPN Monday-Friday 6am-2pm, Sunday and every other Saturday 6am-8pm (8 hours of substitutions for RN hours by LPN)</p> <p>1.00 MRC Sunday 3pm-8pm Monday Tuesday & Thursday 12pm-10pm Wednesday 10am-5pm</p>

Designated Health Authority (DHA), Advanced Registered Nurse Practitioner (ANRP), Registered Nurse (RN), Licensed Practical Nurse (LPN), Medical Records Clerk (MRC) ****The current contract allows for shifting positions or partial positons to other facilities once approved by OHS and the Department's Contract Manager. Currently, they have shifted 0.25 MRC from Duval RJDC to Escambia RJDC.**

Mental Health Staff Schedules – North Region

ALACHUA RJDC	BAY RJDC	DUVAL RJDC	ESCAMBIA RJDC	LEON RJDC	MARION RJDC	OKALOOSA RJDC	VOLUSIA RJDC
<p><u>1.00 Designated Mental Health Clinician Authority (DMHCA)</u> On-Site Monday-Friday 6:30 am – 4:00 pm</p>	<p><u>1.00 Designated Mental Health Clinician Authority (DMHCA)</u> On-Site Monday-Friday 7:30 am – 4:00 pm and one weekend per month Saturday & Sunday 7:00 am – 5:30 pm</p>	<p><u>1.00 Designated Mental Health Clinician Authority (DMHCA)</u> On-Site Monday-Friday 8:00 am – 4:00 pm</p>	<p><u>1.00 Designated Mental Health Clinician Authority (DMHCA)</u> On-Site Monday-Friday 8:00 am – 4:00 pm</p>	<p><u>1.00 Designated Mental Health Clinician Authority (DMHCA)</u> On-Site Monday-Friday 9:00 am – 5:00 pm</p>	<p><u>1.00 Designated Mental Health Clinician Authority (DMHCA)</u> On-Site Monday-Friday 7:00 am – 4:00 or 4:30 pm and one Sunday per month 2:00 pm- 7:00 pm</p>	<p><u>1.00 Designated Mental Health Clinician Authority (DMHCA)</u> On-Site Monday-Friday 8:00 am – 4:00 pm</p>	<p><u>1.00 Designated Mental Health Clinician Authority (DMHCA)</u> On-Site Monday-Friday 8:30 am – 4:30 pm</p>
<p><u>0.50 Licensed MHP</u> On-Site (Allen) every other weekend Saturday & Sunday 7:00 am-3:30 pm (Harrell) every other weekend & Friday Saturday 6:00 am – 12:00 pm Sunday 12:00 pm -4:00 pm Friday 6:00 am – 12:00 pm (Harris) every other Friday and one weekend per month Saturday & Sunday & Friday 7:00 am – 3:30 pm</p>	<p><u>0.50 Licensed MHP</u> On-Site (Brown) Saturday & Sunday 7:00 am – 3:30 pm to 5:30 pm (Taylor-Butler) Friday as needed 3:30 pm – 7:30 pm (Harrell) As Needed</p>	<p><u>1.00 Licensed MHP</u> On-Site (Payne) Wed-Saturday 6:30 am or 7:30 am - 5:00 or 5:30 pm (Kapalcik) Sunday-Thursday 7:00 am-5:30 pm</p>	<p><u>0.50 Licensed MHP</u> On-Site (Wrigley) Saturday 8:00 am – 4:00 pm Sunday 1:00 pm – 5:00 pm</p>	<p><u>0.50 Licensed MHP</u> On-Site (Tucker) Sundays 8:00 am – 6:00 pm (Taylor) Saturday 8:00 am – 2:00 pm</p>	<p><u>0.50 Licensed MHP</u> On-Site (Bondi) Thursday 11:00 am – 3:00 pm Friday and Saturday 10:00 am - 4:00 pm Sunday 10:00 am – 2:00 pm</p>	<p><u>0.50 Licensed MHP</u> On-Site (Nichols) Wednesday-Sunday 8:00 am–12:00 pm or 8:00 – 4:00pm</p>	<p><u>0.75 Licensed MHP</u> On-Site (Barahona) Wed & Thursday 9:00 am – 8:00 pm Friday 9:00 am – 7:30 pm Saturday & Sunday 8:00 am – 12:00 pm (McCloud) As Needed</p>
<p><u>0.05 Psychiatrist</u> On-Site weekly for 2 hours Schedule varies</p>	<p><u>0.05 Psychiatrist</u> On-Site Saturday 9:00 am-11:00 am</p>	<p><u>0.15 Psychiatrist</u> On-Site Friday morning 2 hours</p>	<p><u>0.08 Psychiatrist</u> On-Site Thursday 8:30 am–11:30 am</p>	<p><u>0.05 Psychiatrist</u> On-Site Tuesday 5:00 pm – 7:00 pm</p>	<p><u>0.05 Psychiatrist</u> On-Site weekly Schedule varies</p>	<p><u>0.08 Psychiatrist</u> On-Site weekly Schedule varies</p>	<p><u>0.08 Psychiatrist</u> On-Site Thursday 1:00 pm – 4:00 pm</p>

Anticipated Annual Impact to Secure Detention for Detaining all Youth Disposed to Residential Commitment

FACILITY	FY 2016-17 ADP ¹	Non-Secure Commitments (NSC)	NS ALTP (-5) ²	NSC x ALTP / 365	Anticipated ADP Total (FY 18-19)	% Increase in ADP (Annual)	Anticipated ADP Total (FY 17-18)
Escambia Regional Juvenile Detention Center	47.09	140	38	14.58	62	31%	58
Bay Regional Juvenile Detention Center	24.27	29	38	3.02	27	12%	26
Leon Regional Juvenile Detention Center	30.20	96	38	9.99	40	33%	38
Alachua Regional Juvenile Detention Center	35.99	144	38	14.99	51	42%	48
Duval Regional Juvenile Detention Center	88.41	210	38	21.86	110	25%	105
Volusia Regional Juvenile Detention Center	46.08	63	38	6.56	53	14%	51
Marion Regional Juvenile Detention Center	35.72	51	38	5.31	41	15%	40
Okaloosa Regional Juvenile Detention Center	21.71	30	38	3.12	25	14%	24

¹ ADP was derived using records from JJIS as of 7/13/17.

² ALTP = Average length-to-placement, which was calculated by examining cases admitted to residential during FY 2016-17. Placement that took less than 5 days or over 119 days were excluded from the analysis as outliers. Actual average during FY 2016-17 was 43 days; however the average was reduced by 5 days (to 38) to account for the five days that youth could have been held during the previous FY and was therefore part of the annual ADP.