

# FLORIDA DEPARTMENT OF JUVENILE JUSTICE

Rick Scott, Governor

**Wansley Walters, Secretary** 

# REQUEST FOR INFORMATION (RFI) P2108 FOR REDIRECTIONS SERVICES FOR THE FLORIDA DEPARTMENT OF JUVENILE JUSTICE

Begin Date: November 4, 2011

End Date: December 2, 2011

# Introduction

This is a Request for Information as defined in Section 287.012(21), Florida Statutes. It is for planning purposes only. Contract awards will not be made as a result of this RFI. The information gathered from this RFI may be used by the Florida Department of Juvenile Justice to develop a future competitive solicitation. The Florida Department of Juvenile Justice, Office of Probation and Community Intervention seeks information from qualified vendors (providers) regarding the costs and providing the services described herein. Interested parties may offer one or more solutions to the issue(s) presented.

### **Background**

In 2004, the Florida Legislature appropriated General Revenue Funds for Juvenile Redirections Services programs (Redirections) - a community-based, family-centered alternative to residential juvenile justice commitment programs - in response to a developing trend of committing juvenile offenders to residential delinquency programs for non-law violations (curfew violations and/or truancy). Redirections programs were initially piloted in three of Florida's twenty judicial circuits – Circuit 11, Miami-Dade County; Circuit 13, Hillsborough County; and Circuit 17, Broward County. As of October 2011, Redirections programs now operate in nineteen (19) of Florida's twenty (20) judicial circuits.

Redirections programs include a variety of services targeting the unique needs of delinquent youth through the utilization of an evidence-based family-centered delinquency intervention approved by the Department.

The Legislative proviso initially identified two specific evidence-based delinquency interventions, Multisystemic Therapy (MST) and Functional Family Therapy (FFT), it determined appropriate for a Redirections program. Since the Fiscal Year 2008-2009, the Legislature specified Redirections programs utilize an evidence-based family-centered delinquency intervention and not specifically MST or FFT. The Department requires information on family-centered delinquency interventions identified by the Department as evidence-based. A complete list of Department recognized evidence-based practices is contained in the Department's *Sourcebook of Delinquency Interventions* located at http://www.dij.state.fl.us/OPA/ptassistance/evidencebased.html.

During the pilot period, Redirections programs served youth who were transitioning from a secure residential commitment program into his/her home community, and because of the youth's failure to meet the terms of his/her treatment plan, were at-risk for return to a secure facility. In many cases, the failed progress of the youth was directly related to the environment in which the youth resided and in particular the family dynamics. Through Redirections, services were provided to the youth and his/her family. To ensure effective application of the evidence-based practice, at least one parent/legal guardian was required to actively participate in services provided through the Redirections program.

The 2006 Legislature expanded eligibility criteria to include youth with no prior violent felony adjudications who are being considered for commitment due to a misdemeanor offense. In 2007, Redirections programs

2737 Centerview Drive ◆ Tallahassee, Florida 32399-3100 ◆ (850) 488-1850 http://www.djj.state.fl.us were established in the remaining judicial circuits. At that time, eligibility was expanded to serve non-violent youth being considered for commitment for non-violent third degree felonies. Reductions from the 2008 Legislative Session resulted in reduced contract funding, and the closure of three (3) programs in two circuits (one program remained in both circuits). The 2010 Legislature expanded eligibility by removing all exclusionary criteria.

#### **Definitions**

<u>Accessible Services</u> – Services that are timely, comprehensive and family-friendly without unreasonable barriers.

<u>Balanced and Restorative Justice Approach</u> - A philosophy that focuses repairing harm caused to people and relationships by the criminal/delinquent act(s). Service(s) are delivered in a manner that holds youth accountable for their behavior, and fosters a restorative community and culture where staff and youth are encouraged to participate in decision-making, conflict resolution, and community service and awareness activities that build leadership skills.

<u>Chief Probation Officer (CPO)</u> – The Department employee who is responsible for managing community-based program operations and staff within each of Florida's twenty (20) judicial circuits.

<u>Complainant</u> – Any person or agency having knowledge of the facts related to the allegations of the delinquency of a youth and who makes a formal complaint or delinquency referral based upon these facts.

<u>Comprehensive Assessment</u> – The gathering of information for the evaluation of a youth's physical, psychological, educational, vocational, social condition and family environment as they relate to the youth's need for rehabilitative and treatment services, including substance abuse treatment services, literacy services, medical services, family services, and other specialized services, as appropriate. May also be referred to as a comprehensive screening.

<u>Comprehensive Evaluation</u> – The gathering of information addressing physical health, mental health, substance abuse, academic, educational, or vocational problems of a youth for whom a residential commitment disposition is anticipated, which is summarized in the youth's predisposition report.

<u>Conditional Release (CR)</u> – Assessment and intervention services provided to youth who are released from residential commitment programs. Under the legal status of conditional release, the youth remains on commitment status and is subject to transfer back to a residential commitment program if noncompliant.

<u>Criminogenic Needs</u> – Critical factors identified during the assessment process that have been statistically proven to predict future criminal behavior.

<u>Cultural Competence</u> - A set of congruent behaviors, attitudes and policies that allows professionals to work effectively in cross-cultural situations.

<u>Evidence-based Practice</u> - Treatment and practices independently evaluated and found to reduce the likelihood of recidivism, or at least two (2) criminogenic needs with juvenile offenders. The evaluation must have used sound methodology, including, but not limited to, random assignment, use of control groups, valid and reliable measures, low attrition, and appropriate analysis. Such studies shall provide evidence of statistically significant positive effects of adequate size and duration. In addition, there must be evidence that replication by different implementation teams at different sites is possible with similar positive outcomes.

<u>Gender-Specific Services</u> - The proposal must detail services to address the unique needs of both boys and girls. This includes gender identity development, identification of risk and protective factors that hinder pro-social and responsible decision-making, and skills competencies that promote responsible male/female behavior. Gender-specific services may include parenting; health and/or sexual education classes; and communication techniques utilizing evidence-based approach specific to boys/girls. The proposal shall include the competencies, training, and education of staff delivering gender-specific services.

<u>Individualized Services</u> – Services delivered in accordance with strengths and needs identified, both by the youth and through valid professional assessments, and guided by an individualized service plan. The service needed should be provided at the specific level, intensity and duration needed by the individual family.

<u>Intervention</u> – An action taken or facilitated by the JPO to promote the reduction of a criminogenic need, and may include direct contact with youth, collateral contacts, referrals for services, monitoring progress, and following up with youth and family.

<u>Juvenile Justice Information System (JJIS)</u> – The department's electronic information system, which is used to gather and store information on youth having contact with the department.

<u>Juvenile Probation Officer (JPO)</u> – An employee of the Department responsible for the intake of youth upon arrest and the supervision of youth on court ordered supervision in the community. The JPO serves as the primary case manager for the purpose of managing, coordinating and monitoring the services provided and sanctions required for each youth. In this rule chapter, whenever a reference is made to the objectives and duties of a JPO, it shall also apply to case management staff of a provider agency contracted to perform these duties and objectives.

<u>Juvenile Probation Officer Supervisor (JPOS)</u> – An employee of the Department or a contracted provider who provides first line oversight and management of the JPOs in the unit. The JPOS is responsible for overall direction and guidance of the services provided by the JPO including, but not limited to reviewing the progress of cases, documenting compliance with law and court orders, and approving YES Plans and revisions to YES Plans.

<u>Minimum Risk Commitment</u> – Programs or program models at this commitment level work with youth who remain at home, and receive delinquency intervention services at least five (5) days per week at a day treatment program. Youth assessed and classified for programs at this commitment level represent a minimum-risk to themselves and public safety and do not require placement and/or services in a residential setting. Youth in this level have full access to, and reside in, the community.

<u>Minority Services</u> - services to address the unique needs of minority youth in a manner that recognizes the factors that impact disproportionate minority contact with the juvenile justice system. The services address disproportionate minority contact and seek to foster positive identity development, address risk factors unique to minority youth, and build protective factors and skill competencies to deter future delinquency.

<u>Multidisciplinary Assessment</u> – An information gathering exercise designed to ensure that youth being considered for commitment are placed in a delinquency program that provides an appropriate level of supervision and treatment services.

<u>Non-Residential Facility</u> - Facilities designed to serve youth who present a minimum-risk to public safety in the least restrictive environment, allowing the youth to live at home and receive interventions focusing on delinquent behaviors. Non-residential facilities are also subject to Chapters 63D-9 and 63D-10, F.A.C., relative to the provision of assessment and intervention services.

<u>Optimal Program Design</u> - A service program design representing the most efficient, effective use of funds and is in the best interest of the state.

<u>Outcome</u> - A measure of the quantified result, impact, or benefit of program tasks on the clients, customers, or users of the services.

<u>Qualified Nonprofit Organization</u> - An organization registered with the Florida Department of State, Division of Corporations as a nonprofit corporation and is certified as tax exempt under section 501(c)(3) of the Internal Revenue Code.

<u>Positive Achievement Change Tool (PACT)</u> – The primary assessment instrument used by the JPO to determine the youth's risk to re-offend and identify criminogenic needs that require intervention. The Pre-Screen is completed and maintained for all youth who are referred to the department. The Full Assessment is completed and maintained for all youth who have been placed under the jurisdiction of the department by the court and have been identified as moderate-high or high risk to re-offend by the Pre-Screen. May also be referred to as the C-PACT.

<u>PACT Mental Health and Substance Abuse Screening Report and Referral Form</u> – The form used by the JPO to refer the youth for a Comprehensive Assessment whenever the results of the PACT Pre-Screen indicate further assessment is required.

<u>Post-Commitment Probation (PCP)</u> – Assessment and intervention services provided to youth who are released from residential commitment programs. Under the legal status of post-commitment probation, the youth is legally transferred from commitment status to probation status, and is subject to court-ordered sanctions.

<u>Preliminary Screening</u> – The gathering of preliminary information to be used to determine a youth's need for further evaluation or assessment or for referral for other substance abuse services through means such as psychosocial interviews, urine and breathalyzer screenings, and reviews of available educational, delinquency and dependency records of the youth.

<u>Probation</u> – Assessment and intervention services provided to youth who are court-ordered to community supervision after the Court has determined that the youth committed a delinquent act.

<u>Probation Medical and Mental Health Clearance Form</u> – The form used to screen for mental health, substance abuse and medical problems when law enforcement delivers a youth to the department upon apprehension. The purpose of the form is to comply with statutory requirements for diverting youth to the proper community resource if they require urgent treatment or intervention upon arrest. The form (HS 051, July 2010) is incorporated, and is accessible electronically at: <a href="http://www.dij.state.fl.us/forms/health-services.html">http://www.dij.state.fl.us/forms/health-services.html</a>.

<u>Progressive Response System</u> – A written plan developed in each circuit, in consultation with judges, state attorneys and public defenders that describes, in detail, the methodology for responding when youth under supervision violate a condition of their probation. These plans are based upon the principle that sanctions should be based upon the need to ensure public safety, the assessed criminogenic needs and risks of the youth, and how effective the sanction will be in moving the youth to compliant behavior.

Reply - A document submitted in reply to an Invitation to Negotiate procurement document to be considered for contract award as a lead agency for the Department.

<u>Skill Building</u> - Programs providing instruction, practice, incentives, and other such activities aimed at developing skills that help youth control his/her behavior and participate in normative pro-social functions. The main forms of this are: behavioral programs, cognitive-behavioral therapy, social skills training, challenge programs.

<u>Sourcebook of Delinquency Interventions</u> – Department developed quick reference to provide information related to interventions examined by the Department of Juvenile Justice; the criminogenic needs those interventions address; contact and training information; and the Department's rank of those interventions.

State Fiscal Year - The period from July 1 through June 30.

<u>System of Care</u> - A comprehensive continuum of delinquency and related services provided in a specific geographic area that incorporates the local community's priorities.

<u>Suicide Risk Screening Instrument (SRSI)</u> – A form documenting the standardized questions asked by trained, designated staff upon a youth's intake into the juvenile justice system, and upon admission to a detention center, to identify suicide risk factors and the need for referral for assessment of suicide risk.

<u>Trauma-Informed Care</u> - Trauma is the experience of violence and victimization often leading to mental health and other types of co-occurring disorders. This may result from sexual abuse; physical abuse; severe neglect; loss; domestic violence, and/or the witnessing of violence; terrorism; or disaster(s). *Trauma-Informed Care* services are designed to determine the root cause of delinquency, and mental health/co-occurring disorders, and is based on the premise many youth in the juvenile justice system have experienced trauma(s) associated with abuse, violence, and/or fear.

<u>Violation of Supervision</u> – A non-compliant act committed by a youth that violates the conditions of the probation or post-commitment probation court order.

<u>Youth-Empowered Success (YES) Plan</u> – The document developed by the youth, his/her parent(s)/guardians(s), and JPO to plan for the completion of court-ordered sanctions and address criminogenic needs.

# **General Description**

The Department seeks information from qualified vendors interested in operating Redirections programs in one or more of Florida's twenty (20) judicial circuits or on a DJJ regional basis. Programs will require the utilization of a Department recognized family-centered evidence-based practice; the recruitment, screening, hiring, and retention of staff trained, certified, and licensed to deliver the evidence-based practice; and demonstrate the ability to collaborate with Department's staff, the judiciary, and other stakeholders, and the willingness to comply with Florida Statutes, and Department rules and policies regarding the supervision and treatment of youth under the supervision of the Department. When successful, Redirections programs will prevent the placement of delinquent youth in a secure residential commitment program, and allow the youth to receive delinquency interventions while remaining in his/her home community. The treatment of the youth in the community increases the opportunity for services to strengthen the family since secure placement is typically in a facility outside of the youth's home community. Many families served by the Department do not have the access or means to travel outside of their community. Furthermore, community-based services are better suited to engage other service professionals (teachers, mentors, faith leaders, probation officers, counselors/therapists) whose engagement is critical to successful delinquency intervention. When all stakeholders collaborate, the intended result is a coordinated and unduplicated system of care.

In addition to the delivery of community-based family-centered evidence-based delinquency interventions, the Department requires the delivery of services that incorporate the principles of the *Balanced and Restorative Justice Approach*, and implement delinquency prevention/intervention services that are gender-responsive (for males and females), address the impact of trauma on youth, and are sensitive to the unique needs of youth from different cultures, races, religions, and ethnicities. Furthermore, in collaboration with its partners, the Department seeks to reduce the disproportionate contact minority youth have with the juvenile justice system. Information about available programs that incorporate these elements and that address the individualized needs of the youth are sought.

## **Major Program Goals and Objectives**

The Department's goal is to operate Redirections programs in each of Florida's twenty (20) judicial circuits that successfully redirect youth from placement in a secure residential commitment program. Through intensive evidence-based programming, the youth and his/her family will be provided skills, training, and treatment by licensed, certified and qualified individuals experienced in serving at-risk/ delinquent youth. Successful completion will keep youth from deeper penetration in the juvenile justice/adult corrections system; dissuade youth from committing future crimes; and strengthen the family and parent ability to effectively and appropriately discipline the youth. When effective the rate of offense during supervision will decrease; there will be an increase in public safety through reduced recidivism; a sense of community responsibility and pride through community service projects will be developed; and the Restorative Justice philosophy whereby youth will have the opportunity to learn from their mistakes by serving the community and being held accountable by pro-social adults will be reinforced. Furthermore, participation in a Redirections program will afford youth and their family the opportunity to address underlying mental health and substance abuse problems.

The Department seeks to identify organizations authorized to conduct business in the State of Florida who demonstrate experience and training, or ability to complete training and obtain certifications, in the proposed evidence-based intervention. Trainings, licensing, and certifications necessary to implement evidence-based practices will not be provided or funded by the Department.

The Department currently recognizes two (2) family-centered evidence-based curriculums – Multi-systemic Therapy; and Family Functional Therapy. A brief description follows; additional information may be reviewed in the Department's *Sourcebook on Delinquency Intervention available at* <a href="http://www.dij.state.fl.us/OPA/ptassistance/evidencebased.html">http://www.dij.state.fl.us/OPA/ptassistance/evidencebased.html</a>, which includes contacts and licensing information for MST and FFT.

<u>Multi-systemic Therapy (MST)</u> - a goal-oriented treatment specifically targeting factors in each youth's social network contributing to his or her anti-social behavior. MST interventions typically aims to improve caregiver discipline practices; enhance family affective relations; decrease youth association with deviant peers; increase youth association with pro-social peers; improve youth school or vocational performance; engage youth in pro-social recreational outlets; and develop an indigenous support network of extended family, neighbors, and friends to help caregivers achieve and maintain such changes. Specific treatment techniques used to facilitate these gains are

integrated from those therapies that have the most empirical support, including cognitive behavioral, behavioral, and the pragmatic family therapies.

MST services are delivered in the natural environment (e.g., home, school, community) is designed in collaboration with family members and is, therefore, family-driven rather than therapist-driven. The ultimate goal of MST is to empower families to build an environment, through the mobilization of indigenous child, family, and community resources that promotes health. The typical duration of home-based MST services is approximately four (4) months, with multiple therapist-family contacts occurring each week.

<u>Functional Family Therapy (FFT)</u> - A major goal of Functional Family Therapy is to improve family communication and supportiveness while decreasing the intense negativity so often characteristic of these families through family therapy. Other goals include helping family members adopt positive solutions to family problems, and developing positive behavior change and parenting strategies. Although originally designed to treat middle class families with delinquent and predelinquent youth, the program has recently included poor, multi-ethnic, multi-cultural populations, with very serious problems such as conduct disorder, adolescent drug abuse, and violence. The typical duration of FFT averages between eight (8) and twelve (12) one-hour sessions for mild cases and up to thirty (30) one-hour sessions for more difficult situations conducted over a three (3) month period.

# **Response Requirements**

Responses to this RFI shall include the following:

- 1. A detailed description of the vendor's experience, capability, and capacity providing evidence-based interventions to delinquent youth, specifically Multi-Systemic Therapy (MST) and Functional Family Therapy (FFT). This includes staffing, credentialing and training of staff.
- 2. A detailed, complete, and allowable line item budget with budget summary and detail budget narrative, using the Department's form, Attachment H, available on the DJJ Website at the following link: <a href="http://www.dij.state.fl.us/Providers/contracts/index.html">http://www.dij.state.fl.us/Providers/contracts/index.html</a>
  - Responses must provide a budget that demonstrates the best value to the State of Florida (Department). The budget must include cost calculations for each line item and a supporting narrative for how each anticipated expense supports the goal(s) of the program. The budget narrative must be mathematically sound, clearly related to all proposed program activities, demonstrate relevance to the stated goal(s) and anticipated outcome(s), and be consistent with Florida Statutes.
  - Additional guidance on appropriate expenditures can be reviewed in the State of Florida Department of Financial Services Reference Guide for State Expenditures available at <a href="http://www.fldfs.com/aadir/">http://www.fldfs.com/aadir/</a>.
- 3. The vendor's complete name, address, telephone number, facsimile number, email address, and the vendor's contact person for this RFI.
- 4. The Department may selectively request additional information from any and/or all vendors, and may invite such vendors to elaborate upon its RFI response in an Oral Presentation to Department staff. Such presentations will be held at the Florida Department of Juvenile Justice headquarters in Tallahassee, Florida. If requested, the date and time will be identified after responses to this RFI are due. All presentations related to this RFI are open to the public.

Listed below are the important actions, dates, and times by which the actions must be taken or completed. All listed times are local time (Eastern Standard Time) in Tallahassee, Florida.

DATE	TIME	ACTION
November 4, 2011	C.O.B.	Release of RFI
November 14, 2011	5:00 p.m.	Question Deadline – Last date and time written questions will be accepted for this RFI
November 18, 2011	C.O.B.	Anticipated date that the answers to the written questions will be posted to the web site
December 2, 2011	5:00 p.m.	RFI Responses Due
To be Determined	To be Determined	Oral Presentations

Responses are requested by the above due date and time and shall be submitted as follows:

- All electronically mailed submissions shall be in the Microsoft format. Attachments shall be submitted in a PDF, Microsoft Word, and/or Microsoft Excel file.
- Electronic submission of response to this RFI may be emailed to the Department's Contract Administrator (listed in this RFI); or
- Electronic responses saved on a compact disc may be mailed to the Department's Contract Administrator (listed in this RFI).

Electronic submission for this RFI shall be submitted to:

Jacklyn Colson, FCN, FCCM
Procurement Officer
Florida Department of Juvenile Justice
Knight Building
2737 Centerview Drive, Suite 1107
Tallahassee, Florida 32399-3100
Telephone Number: (850) 922-0661

Email Address: jacklyn.colson@djj.state.fl.us

All written inquiries shall be directed to Jacklyn Colson, Procurement Officer at the above electronic address and shall be received by the date and time specified above. It is anticipated all written inquiries and the Department's answers will be posted on the web site on the time and date noted above.