

August 27, 2019

## **Vendor Questions Regarding RFP #101 – Racine County Alternatives Program (RCAP)**

**\*\*\*Please note, the Question and Answer period for this RFP has now closed.  
These are the final questions being answered for this RFP.**

1. Who is your current provider?  
**ANSWER: Justice Point**
2. Does the County provide or lease office space the provider; or, does the contractor provide office space at a location other than your government center for this program?  
**ANSWER: The office is in county's Law Enforcement Center. The county provides the space and does not charge rent.**
3. What is the total amount the County paid to the current provider in 2018?  
**ANSWER: \$604,010.00 including supplies**
4. What is the total amount the County paid to the current provider through June 30, 2019?  
**ANSWER: \$303,833.00 including supplies**
5. Are the current RCAP staff employees of the current provider or of the County?  
**ANSWER: Employees of the provider, except a county employee supervises them.**
6. What is the average length (in days) a person is monitored on SCRAM?  
**ANSWER: Really varies, but court is never quick to remove people with OWI 4 or higher. Some have been on for 2 years, very rare to see someone get off in less than 60 days.**
7. What is the average length (in days) a person is monitored on GPS?  
**ANSWER: Really varies, but the court is not lenient on taking people off. Very rarely does someone do less than 60 days on GPS. Some have been on for duration of the case - 1-2 years.**
8. Can you provide the average daily population, by monitoring type, for those being monitored on SCRAM, Remote Breath, and GPS?  
**ANSWER: GPS- 44 people, SCRAM – 58, Remote Breath – 3**
9. What type of fees do the current RCAP Clients pay (i.e. SCRAM, Breath Testing, GPS, Enrollment fees, drug testing, etc.)?  
**ANSWER: 2019 costs: Program fee - \$60, GPS \$6 per day, SCRAM \$10 per day, remote breath \$6 per day.**

10. What are the amounts charged to the RCAP Clients for each of the various fees paid?  
**ANSWER: 2019 costs: Program fee - \$60, GPS \$6 per day, SCRAM \$10 per day, remote breath \$6 per day**
11. The RFP states that the RCAP Office collects fees, does the County retain these fees to offset County expenses; or, are the fees retained by the provider and calculated into their bid price to the County?  
**ANSWER: Retained by County to offset county expenses for units.**
12. How much equipment was lost, damaged, or destroyed by RCAP clients in 2018?  
**ANSWER: 8 missing from 2018**
13. How much equipment has been lost, damaged, or destroyed by RCAP clients through June 30, 2019?  
**ANSWER: 5 are missing in 2019**
14. Is the County or the vendor responsible for the costs associated with lost, damaged, or destroyed equipment?  
**ANSWER: Vendor**
15. Will the County allow and assist in trying to recover costs for equipment from RCAP Clients?  
**ANSWER: No, we will charge individuals for the equipment (even criminally), but the vendor can request restitution, etc. for lost equipment.**
16. How many urine tests were done in 2018 and how many in 2019 through June 30<sup>th</sup>?  
**ANSWER: This was stated in ATTACHMENT I, Page 14 of the RFP under Drug Testing for Treatment Court and Veterans Court.**
17. Was an instant on site test used? If yes, what panel of drugs does it test for?  
**ANSWER: Depends on panel.... standard 6 panel is Cocaine, THC, Opiates, methamphetamine, amphetamine, Benzos. Some have oxy, alcohol, buprenorphine, methadone, PCP.**
18. Which type of test is used a dip test or a cup?  
**ANSWER: Urine Testing is only used for Treatment and Veterans court participants, with a dip. Pre-Trial participants only do oral drug tests.**
19. What panel of drugs do you test for on your oral test?  
**ANSWER: Depends on panel.... standard 6 panel is Cocaine, THC, Opiates, methamphetamine, amphetamine, Benzos. Some have oxy, alcohol, buprenorphine, methadone, PCP.**
20. How many confirmations were done in 2018 on urine and oral tests?  
**ANSWER: 52 urine and oral combined, paid by the participant.**
21. How many confirmations were done on urine and oral tests in 2019 through June 30<sup>th</sup>?  
**ANSWER: 25 urine and oral combined so far, paid by participant.**
22. How many sweat Patch tests were done in 2018 and how many in 2019 through June 30<sup>th</sup>?  
**ANSWER: Sweat Patches were only used for Drug and Veterans Court participants, not pre-trial. 2018 = 8, 2019 = 14**
23. Who pays for the drug testing – the Clients or the County?

**ANSWER: Pre-Trial – the County, Treatment Court – TAD Grant, Veterans Court – the County**

24. If Clients pay for drug testing – what are the current fees for each type of test?  
**ANSWER: Only a one-time program fee of \$60 (2019), no client pays for individual tests.**
25. How are the results of drug testing reported to the county per testing day?  
**ANSWER: It is not reported daily, provider tracks in TCM database. A county employee oversees the program on site, not in same office and will discuss with program manager.**
26. Can you provide details on how the provider is reimbursed for each service provided (administering pretrial risk assessments, court ordered pretrial monitoring, drug testing, GPS, Continuous Alcohol Monitoring, and Remote Breath)?  
**ANSWER: Risk assessments and pre-trial monitoring are part of the contract, so there is no reimbursement per assessment. GPS, SCRAM and Remote Breath would be paid by the county to provider, who submits a monthly invoice of itemized days/users.**
27. Is the provider reimbursed by Racine County on a per day basis for GPS, Continuous Alcohol Monitoring and Remote Breath?  
**ANSWER: Yes. Would expect provider to submit monthly billing to be paid by Racine County**
28. Is the provider reimbursed by Racine County on a per test basis for drug testing services?  
**ANSWER: Provider buys all the testing products and bills the county monthly (or quarterly), so yes reimbursed by products purchased by provider.**
29. Are program, GPS and SCRAM fees collected from defendants turned over to Racine County OR are they used to offset the costs the proposer encumbers providing these services?  
**ANSWER: Turned over to Racine County to offset County's cost of units.**
30. Should costs included on Budget Worksheet 4 include supplies detailed on Budget Worksheet 3?  
**ANSWER: No, supplies detailed on Budget Worksheet 3 should be totaled under Operating Supplies on Budget Worksheet 2**
31. Please clarify on Budget Worksheet 3, specific to charge per day or charge per unit, should this be the proposer's rate per day or per unit to Racine County?  
**ANSWER: Yes, this would be the proposer's rate per day or per unit to Racine County.**
32. What were the total fees collected in 2018 and year-to-date 2019 for the program, GPS, SCRAM and Remote Breath monitoring?  
**ANSWER: From 6/1/18 to 8/16/19 the county has collected \$213,686.51 in fees.**
33. What pretrial risk assessment instrument is currently used for screening individuals booked into the Racine County Jail?  
**ANSWER: Milwaukee Pre-Trial Risk Assessment (used in Milwaukee prior to PSA)**
34. What mechanism is in place to determine which inmates need pretrial risk assessments? How will program staff be notified of who needs to be assessed?

**ANSWER: The jail will usually send (a list). RCAP employees have access to Phoenix database and will determine if anyone was missed. Anyone in jail with criminal charges who has not had an initial appearance on said charges needs to be interviewed. So, if someone is returned on a warrant but already made their initial appearance on the case, NOT interviewed. If same person has new charges along with the warrant, they need to be interviewed.**

35. What is the average number of pretrial risk assessments administered each day?  
**ANSWER: Very hard to give exact numbers on this. Mondays and after holidays – 25+. Rest of week varies 8-12 per day.**
36. What is the average daily census for Court Ordered Pretrial monitoring?  
**ANSWER: Very hard to give exact numbers on this. Mondays and after holidays – 25+. Rest of week varies 8-12 per day.**
37. What are the current fees charged to participants for each technology, GPS? SCRAM? Remote Breath? Is there a sliding fee scale based on indigence? What, if any, mechanisms are in place through the Courts or county to help ensure that those fees can be collected (bond assignments)?  
**ANSWER: 2019 Fees: GPS \$6/day, SCRAM \$10 per day, Remote Breath \$6 per day. No sliding scale—many people do not pay. Court is notified in our reports what a defendant owes. Sometimes money is taken from a cash bond at sentencing to reimburse. A State tax intercept was also done in 2019 to collect some fees.**
38. What is the current price for each drug testing device utilized by RCAP (12 panel, 9 panel with EtG, 10 panel oral, 6 panel oral, the drug testing patch, Fentanyl urine dips, Gabapentin)?  
**ANSWER: 10 panel is \$6.70 per cup, all other panels are \$6.20 each, Fentanyl dip \$2 each, Gabapentin \$5 each**
39. Would Racine County prefer that the agency/proposer monitors GPS 24-7-365 with staff around the clock and reports violations in real time? Or, should there be established daytime only office hours for RCAP staff, with violations that occur after hours being reported immediately the following morning?  
**ANSWER: Reported the following workday, not 24/7 365.**
40. How many daily kiosk tests are performed? Do program participants pay for their testing via the AB Kiosk?  
**ANSWER: As of 8/23/19 there are 4 people testing at Kiosk. Participants pay at the kiosk.**
41. What are all of the current drug testing devices, and what specific substances are tested for with each device (12 panel, 9 panel with EtG, 10 panel oral, 6 panel oral, and the drug testing patch)?  
**ANSWER: Depends on panel.... standard 6 panel is Cocaine, THC, Opiates, methamphetamine, amphetamine, Benzos. Some have oxy, alcohol, buprenorphine, methadone, PCP.**
42. To clarify, the 9 panel EtG is only used for Drug Treatment and Veterans Court?  
**ANSWER: Yes.**
43. What are the current hours for the weekend drug testing? Where does the weekend drug testing take place?  
**ANSWER: Hours are 9am-noon on Sundays once a month randomly, completed at the Law Enforcement Center. No Saturday access.**

44. Will Racine County accept proposers suggesting and bidding other types of drug testing based on experience in providing these services as long as we are testing for all of the substances required? This would allow our agency to bid on the most effective and cost-efficient drug testing services (for example, increased windows of detection, tamper schematics and superior accuracy, and the potential for cost savings).

**ANSWER: Yes, but the county reserves the right to accept or reject proposer's suggested testing products.**

45. How often are participants reporting in each week for each corresponding risk level? If participants are monitored on some form of electronic monitoring, are they currently reporting in at least one time per week?

**ANSWER: Risk Level 4- weekly, 3- bi-weekly, 2 monthly, and risk level one is only on court dates. People on GPS are not in the office weekly.**

46. Does the RCAP submit court reports through e-file?

**ANSWER: Yes.**

47. Does the County provide space for the RCAP programs? If so, is proposer required to complete the detail regarding occupancy on Budget Worksheet 4? And, are there other in-kind costs that should be noted?

**ANSWER: Yes, as stated previously the county provides an office in the county's Law Enforcement Center. Since the program is based on a single overall program cost the budget worksheets were created to breakdown what the applicant is including to get to that single overall program cost. Budget Worksheet 4 was created so that if the proposer was to include a portion of their headquarters or corporate location costs into the single overall program cost, we could see the breakdown.**

48. Are there any formatting or submission requirements that bidders should adhere to (e.g. font, spacing, double sided printing, page limits, etc.)?

**ANSWER: No**

49. Appendix F – Should Appendix F be submitted in a separate, sealed envelope from the other sections that are to be submitted? Put otherwise, should Appendices A-E, Appendix F, and Appendix G be submitted in three separate sealed envelopes?

**ANSWER: A-F in one packet and G in another.**

50. Appendix E – Section 1 – Question 1A – is this referring to the full agency employee numbers, or just those that will be assigned to this program?

**ANSWER: Full agency employees.**

51. Appendix E – Section 3 (Transition/Implementation Plan) – As the incumbent vendor of these services, are we expected to provide a transition plan? Or may we note that a transition process would not be needed due to us being the incumbent vendor?

**ANSWER: To keep everything consistent and maintain the blind evaluation process please provide a transition plan that you would utilize for any new program/contract even though one may not be applicable in this instance.**

52. Appendix D – Section 2 – Question 2C – as the incumbent vendor, may we note the fact that we have been providing these services under contract with Racine County as "prior relevant experience as it relates to this project scope"?

**ANSWER: Again, to maintain the blind evaluation process please generalize your answer to exclude naming Racine County specifically. Please use alternative language such as government entities, municipalities.**

53. Appendix C – As the incumbent vendor, may we use references from within Racine County as references as to the quality of our work and character of our organization? If yes, can you provide the names and/or titles/positions of the review panel so that we can be sure not to use those individuals as references?

**ANSWER: Yes. The review panel is made up of the following individuals:**

**Michelle Goggins - Administrator of Behavioral Health Services**

**Boyd Schwartz – Supervisor, Racine County Alternatives Program**

**Lisa Meyer – Accounting Supervisor, BHS Operations**

54. Budget Spreadsheet/Workbook – Can you provide guidance and/or instructions on how to fill out 'Worksheet 5 – Agency Budget Overview'? It is not clear from the document what information is to be entered on this tab/worksheet.

**ANSWER: It is the total annual program expense.**

55. Clarification on how the evaluation scoring works.

**ANSWER: The intent of the past performance section is to allow prior vendors the opportunity to receive recognition (both positive and negative) for prior work with RCHSD, while not creating a disadvantage to any new prospective vendors. So, the score sheet is designed with several formulas calculating scores for all the weighted categories as outlined in the RFP. After those sections are scored, any vendor with prior experience will have 15 points automatically added to their total possible points available and whatever score the committee gives them will be added to their total points awarded, then providing a final percentage score. Any vendor without prior experience, will not have any of these points included and their final percentage will be based solely on the weighted categories. Therefore, scoring is fair to both prior and new prospective vendors.**