

REQUEST FOR PROPOSALS
MANAGEMENT AND OPERATION OF THE BALDWIN COUNTY RESIDENTIAL
WILDERNESS FACILITY FOR PROGRAMS FOR ADOLESCENTS

QUESTIONS & ANSWERS

1. Will the Baldwin County Board of Education provide instructors for educational services? If not, will the proposer have an opportunity to access allocations from the Average Daily Membership (ADM) for state supported residential facilities, Individuals Disability Educational Act (IDEA), and Title I Part D, Neglected and Delinquent Funding from the Baldwin County Board of Education. **This is unlikely. I sent an email and asked, however currently they prefer to serve only BALDWIN COUNTY KIDS. The Title 1 and N and D monies are available if we run the money through the school system. Currently, BOE provides 2 teachers on sight.**

2. Will proposer have access to the DYS provider number that is currently contracted with the Baldwin County Commission to provide Medicaid services for eligible recipients who have a primary mental illness, substance abuse, or unspecified psychosocial diagnosis, and receive rehabilitative services in accordance with the Alabama State Plan for medical assistance, Medicaid Administrative Code, Chapter 47 and the Medicaid Provider Manual, Chapter 105? If not, what kind of funding sources are available? **We currently have a number, however the Department of Youth services sent out a memo dated November 24th, 2014 stating a Medicaid Expansion Moratorium was in effect. I have attached the memo and am not sure if it applies to this situation.**

3. According to the RFP it is encouraged that the proposer considers hiring current Baldwin County Wilderness Facility staff. Is it possible that a current organizational chart be provided to help determine personnel budget? In addition, what type of shift do the current direct care staff work?

Currently the staffing plan includes:

Direct care staff (Residential Advisors) work 12 hours a day (5am – 5pm) they typically work 36 hours one week and 48 the next.

Residential Advisor Supervisors—they work the same 12 hours, however it is spread out over 8 - 8 and 10-10... in order to support.

Therapist – typically work 4/ 10 (or more) hour days

Kitchen – all 3 staff cover each meal. Their schedule varies and includes no more than 2 hours of overtime a pay period.

Office staff—they typically work 4/10 hour days to provide the most coverage possible for support.

Attached is the organizational chart for operating 48 beds and included the current chart, based on the current mood and thought of the employees.

4) Who would be responsible for the septic system if the field lines have to be replaced? **The County will be responsible for the septic system and field lines if there is a problem and they need to be replaced.**

5) Do you have a rough estimate on the cost of the security system that includes the monitors and cameras? Please see the attached spread sheet on the estimated cost for monitors and cameras that my CIS Department came up with. You might get a better price bidding it out.

Baldwin County Residential Wilderness Facility

CLINICAL

PROGRAM

Operations and Compliance

CLINICAL DIRECTOR (EC-8)



PROGRAM DIRECTOR (EC-8)



COMPLIANCE OFFICER (EC-6)

FOOD SERVICE MANAGER

Billing Coordinator

Billing Coordinator

Cook

Cook

BLACK – Has been vacated/abolished awaiting outcome of RFP or FY 17 Budget Process

GREY – Will likely not be interested in moving to a new provider or currently looking for other employment

Other – Undecided about future options

Baldwin County Residential Wilderness Facility

CLINICAL

PROGRAM

Operations and Compliance

CLINICAL DIRECTOR (EC-8)

Contract Clinical Psychologist

Volunteer and Recreation Coordinator EC-6

Medical Director

Therapist (EC-7)

Therapist (EC-7)

Therapist (EC-7)

Volunteer and Recreation Coordinator EC-6

Registered Nurse EC-6

Therapist (EC-7)

Therapist (EC-7)

Therapist (EC-7)

Volunteer and Recreation Coordinator EC-6

LPN (Detention)

PROGRAM DIRECTOR (EC-8)

Residential Advisor Supervisor

Aftercare Coordinator
(EC-6)

(4) Residential Advisor I

RA Supervisor

Residential Advisor Tech

COMPLIANCE OFFICER (EC-6)

FOOD SERVICE MANAGER (EC-6)

Billing Coordinator

Billing Coordinator

Cook

Cook

To be approved _____

STATE OF ALABAMA
DEPARTMENT OF YOUTH SERVICES

ROBERT BENTLEY
GOVERNOR

POST OFFICE Box 66
MT. MEIGS, ALABAMA 36057

STEVEN P. LAFRENIERE
EXECUTIVE DIRECTOR

November 24, 2014

Memorandum

To: DYS Providers of Medicaid Rehab Services; Alabama Juvenile Judges Association; Alabama Juvenile Chief Probation Officers

From: Steven P. Lafreniere 
Executive Director

Re: DYS Medicaid Expansion Moratorium

The Alabama Department of Youth Services has permitted providers, who met certain criteria, to participate in Medicaid Rehabilitation Service for Non-DYS custodial youth since 2004. In the last ten (10) years, the number of providers and services has grown along with efforts to provide community-based diversion services for youth at risk of coming into DYS custody. While the department wishes to continue to facilitate this resource, it is time to re-examine the administrative capabilities and staffing necessary to support this important component of community-based diversion resources. For this reason, effective with this memo, DYS is placing a moratorium on Medicaid service expansion for any new and existing programs.

DYS will work during this moratorium to accomplish the following goals:

1. Develop a process and mechanism for identification of needs and program approval that ensures future growth and expansion are related to and consistent with, DYS departmental goals.
2. Identify and secure internal resources that strengthen the administrative capacity of DYS to provide monitoring, data analysis, and administration of the program(s).
3. Review current standards, practices, policies, contracts and agreements that support and govern this process within DYS.

This pause in expansion will not affect current programming (units of services) being provided to youth under existing agreements. We will work hard in the coming months to accomplish each of these goals and to position the department strategically, to maximize and support all community-based diversion resources for the next ten years.

SPL/cd

Estimated Cost for a
New Security System for Wilderness

Genetec Omnicast Enterprise Package	1	\$3,066.00	\$3,066.00	
Genetec GSC Synergis Standard Package	1	\$840.00	\$840.00	
100ct Indala Key Fobs	1	\$500.00	\$500.00	
Axis WDR Camera(Gate Cameras)	2	\$1,500.00	\$3,000.00	
Axis M3025-VE Camera with Mount	156	\$700.00	\$109,200.00	
Genetec Camera License(per camera)	156	\$210.00	\$32,760.00	
Genetec Camera Service Maintenance Agreement License(per camera)	156	\$42.00	\$6,552.00	<i>(yearly recurring)</i>
HP Z640 Viewing Station	1	\$2,600.00	\$2,600.00	
43" TV	2	\$600.00	\$1,200.00	
Genetec Synergis Reader SMA(per door)	22	\$15.12	\$332.64	<i>(yearly recurring)</i>

TOTAL

\$160,050.64