August 23, 2023

To: All Interested Bidders

Re: Bid Solicitation: Mental & Physical Health Services – New Jersey Juvenile Justice Commission

Quote Submission Due Date: September 30, 2023 (2:00 p.m. EST)

**Bid Addendum 2**

The following constitutes Bid Addendum 2 to the above referenced Bid Solicitation. The related RFP has been revised, as appropriate, per this Bid Addendum.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Question #** | **RFP Section** | **RFP Page #** | **Question** | **Answer** |
| 1 | 1.10 | 9 | What do we need to do to facilitate a site visit? | Please see Bid Addendum 1, as posted to the JJC website on August 14, 2023. |
| 2 | 3.2.4 | 25 | Please provide the current management vacancies. How many vacant management positions? | Current vacancies in management are as follows:   * 2 DNM (Dept Nurse Managers) * 1 Medical Director |
| 3 | 3.2.5 | 26 | Please provide current vacancies at each Secure JJC facility and RCHs. How many vacant nursing and medical provider positions? | Current vacancies in nurse and medical provider positions are as follows:   * NJTS - 1 MD/DO * JMSF – no vacancies * Hayes – no vacancies * RCHs – 1 RN on leave |
| 4 | 3.2.5.1 | 27 | Please provide the current ADP at each Secure JJC facility and RCHs. | Please see Attachment A for JJC’s Daily Census as of August 16, 2023. |
| 5 | 3.2.5.1 |  | What if the staffing matrix needs to be adjusted per determination of increased/decreased clinical need at  a facility?  (I realize that later in the document this is alluded to, but I just wanted to get this out there, as the matrix appears somewhat different than what is currently in effect) | The JJC understands that there may be opportunities for staffing adjustments given the dynamics within its facilities. However, the JJC will address those changes with that bidder that is eventually awarded this contract. For the purposes of this RFP, and to ensure pricing consistency, the bidder is required to use the staffing matrix in the RFP. |
| 6 | 3.2.5.1 |  | Can MH administrative staff determine if it is necessary to have a MH clinician work in more than one RCH (proposal language may suggest this but unsure) | Please see the response to Question # 5, above. |
| 7 | 3.2.5.1 |  | Need for clarification, as MH staffing matrix indicates an 8-hour day (ex. 9-5pm), as opposed to elsewhere where it is indicated 8/5-hour day with 30-minute break. | Please see the response to Question # 5, above. |
| 8 | 3.2.5.1 |  | Is there flexibility with start/end of shift times for MH clinicians, as it may be rather advantageous for not only recruiting purposes but also for the occasional helpfulness of on-site clinicians prior to 9pm and later than 5pm. | Please see the response to Question # 5, above. |
| 9 | 3.3.6.1 | 37 | Please provide the name of the current laboratory vendor. | The current Laboratory vendor is LabCorp. |
| 10 | 3.3.6.1 | 38 | Please provide the name of the current Radiology Service vendor. | The current Radiology Service vendor is Trident Care. |
| 11 | 3.3.12 | 41 | Please provide the name of the current Pharmacy Vendor. | The current Pharmacy vendor is Boswell.  (Note that Pharmacy Services in included at page 41, not page 15, as indicated in the question.) |
| 12 | **3.5.2.1** |  | 180 days seems to be quite a long time...current procedures involve a classification referral to MH department at least 120 days outside of max date and psychological rule-out for civil commitment/potential need for psychiatric evaluation to be submitted by the 90-day mark.    **"Programming for mental health in-patient treatment units, i.e., NJTS/HU-11.  Case management consisting of activities designed to facilitate necessary care and to monitor its impact for mentally ill and developmentally disabled at NJTS/HU-11"**    \*\*\*\*clarification needed, as NJTS/HU-11 is a programming unit but NOT an "inpatient unit" AND I do not believe "developmentally disabled" juveniles (as determined by IQ testing and Adaptive Scales testing and DDD referral) are allowed by law to be housed within JJC secure care. | Bullet #16, which contains the reference to NJTS/HU-11 being used as an inpatient unit, and references to this housing unit being used to monitor developmentally disabled residents, has been deleted from the RFP as it does not provide an accurate representation of the use of that housing unit. |
| 13 | 3.5.2.2 |  | **"Those residents being recommended for civil commitment also require two clinical certificates for commitment as follows: the first shall be completed by the Contractor psychiatrist; and the second one shall be completed by the Contractor psychologist.**    **\*\*\*\***clarification needed, as I do not believe one of the two clinical certificates for civil commitment can be by a Psychologist. | Please see RFP Section 3.5.2.2 of the Mental & Physical Health Services – Revised 08/17/2023. |
| 14 | 3.5.2.3 |  | **The screening psychiatrist shall also evaluate the potential necessity and appropriateness of referring the resident for inpatient psychiatric treatment services at a secure Children’s Crisis Intervention Service (CCIS) Unit or at Trenton Psychiatric Hospital.  The Contractor shall refer JJC residents under the age of 18 to a CCIS unit and residents over the age of 18 shall be referred to Trenton Psychiatric Hospital.**    \*\*\*\*clarification needed, as I do not believe there can be direct referrals to a state psychiatric hospital ( I believe a screening is necessary before possible commitment for an 18 year-old or older to Ann Klein Forensic Center), unless it is for involuntary civil commitment upon max release, and even then I believe young adults have gone to AKFC | Please see the Mental & Physical Health Services – Revised 08/17/2023 for revisions to RFP Section 3.5.2.3. |
| 15 | 3.6.7 | 60 - 62 | Please share the current key performance issues. Is there anything important that the contract awardee should know about? | There have been and continue to be opportunities for improvement with the medical services that are currently being provided under this contract. Key areas for improvement include, but are not limited to, overuse of emergency services, overuse of consultants, and excessive and unnecessary testing without proper EMR documentation. |
| 16 | 5.14 | 85 | Are liquidated damages currently being levied against the current healthcare provider? | Liquidated Damages are not available under the current contract. |
| 17 | 5.14 | 86 | What are the details regarding the liquidated damages?  What constitutes an incident? | Incident is defined as a discrete occurrence resulting in a violation of the applicable standards and Scope of Work requirements set forth in the RFP and the contract documents.  Each discernible violation shall constitute a separate incident. For example, each time a nurse fails to obtain informed consent from a patient constitutes a separate incident that can be penalized, regardless of the proximity of time in which the multiple violations occurred and whether one or multiple patients were involved. |

Listed below is additional information:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Number** | **RFP Section** | **RFP Page #** | **Original RFP Language** | **Revised RFP Language** |
| 1. | 3.5.2.1 | 50 | Release planning for mentally ill and/or developmentally disabled residents | Please see Mental & Physical Health Services – Revised 08/17/2023, which includes the deletion of this bullet. |
| 2. | 3.5.2.3 (Paragraph 1) | 52 | A licensed and board-certified psychiatrist employed by the Contractor shall perform screening evaluations of all residents to assess if they pose a danger to self, others and needs a higher level of care due to mental illness. The screening psychiatrist shall also evaluate the potential necessity and appropriateness of referring the resident for inpatient psychiatric treatment services at a secure Children’s Crisis Intervention Service (CCIS) Unit or at Trenton Psychiatric Hospital.  The Contractor shall refer JJC residents under the age of 18 to a CCIS unit and residents over the age of 18 shall be referred to Trenton Psychiatric Hospital.  If the Contractor’s findings indicate that the resident does not require inpatient psychiatric hospitalization, the Contractor shall continue to provide medical and mental health services within the Infirmary at the JJC facility.  Otherwise, the Contractor shall provide for further examination of the resident as outlined below. | Please see Mental & Physical Health Services – Revised 08/17/2023 for revisions to this RFP section. |
| 3. | 3.5.2.3 (Paragraph 3) | 52 | If such second screening evaluation indicates that the resident does not require inpatient psychiatric hospitalization, the resident will remain in the infirmary with continued monitoring by nursing. If the resident wants to go back to their housing unit and is deemed not to be a danger to self and others, then the resident can go back on Q 15-minute checks if deemed safe by the nursing staff and approved by the administrator.  Otherwise, JJC will arrange for a temporary commitment order from a court of competent jurisdiction, consistent with Rule 4:74-7A and thereafter transport the resident to CCIS or Ann Klein Forensic Center (AKFC), Trenton Psychiatric Hospital, or another appropriate in-patient facility.  The Contractor shall ensure that a copy of the resident’s JJC medical records, reports from both the screenings conducted by the two providers, as described above, accompany the resident when transported to the appropriate facility. | Please refer to Mental & Physical Health Services – Revised 08/17/2023 for revisions to this RFP section. |