

REQUEST FOR INFORMATION (RFI)
BY THE
STATE OF TENNESSEE
DEPARTMENT OF CHILDREN'S SERVICES

A. STATEMENT OF INTENT:

The State of Tennessee, Department of Children's Services issues this Request for Information for the purpose of soliciting interest in providing a twenty-four (24) bed secure facility for females currently housed at the New Visions Youth Development Center in Nashville, Tennessee. This facility will not be hardware secured.

The security expectations are based on a community program model. The facility should have a well-defined plan that specifically addresses the security measures that will be employed to ensure the safety of youth, staff and surrounding community.

The expectations are that the security of the facility, at a minimum, will focus on minimizing risk of elopement through the use of electromagnetic locks controlling egress from the facility and securing entry from the outside, high staff-to-student ratio, and employing a programmatic structure that is focused on reducing risk, maintaining safety and management of youth 24/7.

B. BACKGROUND:

The Department of Children's Services is restructuring its services for females with the change anticipated for July 1, 2012. The youth in the program may have a history of major impairment in several areas, such as work or school, family relations, judgment, thinking, or mood. They have a moderate to high risk for instability in behavior. The youth will have a history of multiple felony charges and/or a history of a multitude of the following behaviors: aggression, strong gang affiliation, moderate to serious sex offences or described as having conduct, oppositional or defiant behavioral needs. The youth may pose a high risk for elopement, instability in behavior and mental health status, or occasionally experience acute episodes. The youth may also experience persistent maladjustment of peer and other social relationships or other influencing systems, which interfere with learning and social environments.

Demographics for this group of youth are attached as Attachment A.

The Department of Children's Services has established a system that focuses on outcomes for children and families within the context of their community. These outcomes are safety, permanency, and well-being. Provider agencies are an integral partner in the Department's effort to achieve its overarching objectives and the performance based contracting model is the mechanism through which the Department achieves permanency outcomes for children in custody. Any contract executed for this service category will be Performance Based.

Listed below are the criteria that comply with the Department's visions, goals and objectives for the delivery of services that are strength based, culturally competent, and family focused. The following are baseline minimum requirements:

1. Twenty four (24) bed secure facility, preferred location Middle Tennessee Grand Region
2. License – Mental Health Residential Treatment Facility
3. Agency must be accredited or have applied for accreditation within six-months of signing a contract, with accreditation expected within one year of application
4. Minimum Staffing ratio – One (1) staff person to every five (5) youth present during normal waking hours and one (1) staff person to every eight (8) youth present during normal sleeping hours
5. Evidence Based Program as required by TCS 37-5-121
6. Full array of education services, including but not limited to: remedial, special education, vocational, General Equivalency Diploma (GED), and college preparatory testing.
7. Individual, group and family group counseling, alcohol and drug counseling, sexual abuse and/or sexual offender counseling, and gynecological and obstetric services

NOTE: The youth will be eligible to receive services through TennCare. This will include medical, dental, vision, medication, and psychological services. If the youth is not TennCare eligible, services may be procured thru the Department of Children's Services Delegated Purchase Authority (DPA).

8. A strong in-home service component
9. Recreation Program
10. Three meals a day and snacks
11. Necessary clothing, shoes, and hygiene items
12. No right to refuse admission unless at capacity
13. Group home, foster homes and in-home services are necessary for step-down
14. Agency is fully functional, financially solvent, and prepared to provide services on July 1, 2012.
15. Agency must maintain and have access to operating capital of sixty (60) days
16. Agency is willing to sign a five year contract.
17. The rate established for this service is \$300 per youth per day.

C. GENERAL INSTRUCTIONS:

C.1. The State is requesting the following information from all interested parties:

1. Location of facility;
2. All appropriate licenses or timeline for attaining the appropriate licenses;
3. Liability Insurance;

4. Documentation from a financial institution attesting to its financial health and a copy of the most recent independent audit;

C.2. Please feel free to contact the Department of Children's Services with any questions regarding this RFI. The main point of contact will be:

Kathy Jones, Director of Contracts and Procurement
Department of Children's Services
7th Floor Cordell Hull Building
436 6th Avenue North
Nashville, TN 37242
Kathy.Jones@tn.gov
Phone 615-741-0281
Fax 615-244-8969

D. INSTRUCTIONS FOR RESPONDING

D.1. Submit your response to this Request for Information to:

Kathy Jones, Director of Contracts and Procurement
Department of Children's Services
7th Floor Cordell Hull Building
436 6th Avenue North
Nashville, TN 37242

D.2. Please reference **Request for Information # 35910-64001** with your response to this request.

D.3. Please respond by February 29, 2012.

Demographic Information for New Visions

	2009	2010	2011
Number of Admits	44	35	35
Number of Determinate Sentences	3	1	6
Number of Indeterminate Sentences	41	34	29
Average Length of Stay	5.4 Months	6.5 Months	6 months
Average Daily Census	22	22	19
Northeast Region	4	0	1
East Region	4	5	1
Smoky Mountain Region	0	1	0
Knox County Region	1	0	0
Tennessee Valley Region	7	8	6
Upper Cumberland Region	2	1	2
Mid-Cumberland Region	1	4	3
Davidson County Region	5	4	8
South Central Region	6	0	4
Northwest Region	0	1	2
Southwest Region	2	2	0
Shelby County Region	12	9	8