

**ADDENDUM No. 1**

**RFP 17-03**

**Project Name:**

**Grant County Detention Center –  
Comprehensive Medical, Mental and Ancillary Healthcare Services**

**Questions:**

1. Would the County be interested in receiving proposals based on a cost-plus, fully transparent model and agreement as opposed to a traditional model and agreement?

**County Response: Yes**

2. Section C. on page 14 of the RFP requires a page limit of 30 pages. Would the County consider increasing the page limit to 50, or omitting this requirement altogether?

**County Response: No, the 30-page limit will remain. Remember any required bid/proposal documents are not**

3. On average, how many intakes does the County manage on a daily, monthly and annual basis? What are typically the busiest times for intakes? Does the current provider manage the initial medical and mental health assessment of the intake process?

**County Response: 6, 82, 4:00 pm- 12:00pm, Yes**

4. On average, how many inmates are placed on detox protocols on a weekly, monthly and annual basis over the past three years (2014, 2015, and 2016) and 2017 to date?

**County Response: Unavailable Information may be obtained through the medical provider.**

5. Of the County's 89-99 ADP as cited on page 2 of the RFP, on average, what is the County's average census for male and female inmates?

**County Response: 74 Male, 21 Female**

6. What has been the County's census for pregnant females each of the past three years (2014, 2015, and 2016) and 2017 to date? What is the average length of stay for this population?

**County Response: Unavailable Census information may be obtained through the medical provider.**

7. What has been the average monthly census of Federal/U.S. Marshals inmates over the past three years (2014, 2015, and 2016) and 2017 to date? What is the average length of stay for these inmate groups?

**County Response: 0**

8. What has been the County's census for state sentenced/DOC inmates each of the past three years (2014, 2015, and 2016) and 2017 to date? What is the average length of stay for this population?

**County Response: 0**

9. What has been the County's census for inmates with HIV for each of the past three years (2014, 2015, and 2016) and 2017 to date? What is the average length of stay for this population?

**County Response: Unavailable Census information may be obtained through the medical provider.**

10. Does the County plan to pursue accreditation with the New Mexico Association of Counties (NMAC) detention standards? If so, when does the County plan to begin the credentialing process?

**County Response: Yes, Unknown**

11. Is the County's detention officers PREA certified?

**County Response: No**

12. Assuming the charges allow, are the courts typically understanding and agreeable to release inmates with high-risk and high-cost medical conditions?

**County Response: Depends on the severity of the charges, violence and the inmate's habitual circumstances.**

13. Section H. on page 4 of the RFP cites that tuberculin (TB) testing will be required. What was the total number of TB tests administered over the past three years (2014, 2015 and 2016) and 2017 to date?

**County Response: Statistics may be obtained through the medical provider.**

14. Section Z. on page 5 of the RFP requires the, "provision of skin tuberculin (TB) testing of staff". How many TB tests for staff should be modeled for County personnel on an annual basis? Will the county provide the serum for TB testing, or will the serum be the providers responsibility?

**County Response: Currently TB testing is not schedule and is done when staff feels like they were exposed to an individual who could potential have TB. Yes County will provide**

15. Section ZZ. on page 5 of the RFP requires the, "provision of hepatitis vaccinations" for the detention staff. How many hepatitis vaccinations should be modeled on an annual basis? Will the County provide the serum for TB testing, or will the serum be the providers responsibility?

**County Response: Yes. The county purchased 20 vials last year. Serum was provided by the county.**

16. Item #4 in section W. on page 5 of the RFP requires, "All medical staff are required to complete 40 hours of professional/Support Employee Training per New Mexico Association of Counties Core Standards". Is this training required to be completed prior to the successful bidder's transition and start or over a certain period of time?

**County Response: Training is scheduled by the Detention Center Training Supervisor. Training is conducted over a certain scheduled time usually within the year.**

17. Is the County interested in pre-employment physicals for County applicants? If so, how many should be considered on an annual basis? If so, would the County be interested in UI drug screening as a component of the physicals on county employees? If so, how many should be considered on an annual basis?

**County Response: No**

18. Is the County requiring flu shots to be provided to county employees and inmates? If so, how many should be considered for both employees and inmates on an annual basis? If required, please confirm the county will be providing the serum/vaccine for such services.

**County Response: Not required. County already contracts for these. Shots are made available.**

19. Please provide the annual County expenditures for any, and all pharmaceuticals, dental services, x-ray services, laboratory services, medical waste services, ambulance services, specialty OB/GYN services, ER/hospitalization, specialists over the past three years (2014, 2015, and 2016) and 2017 to date.

**County Response: The average cost for this period from outside sources is approx. \$26,700, a break down is unavailable.**

20. Are inmate's laboratory services currently drawn and administered onsite by the incumbent? If so, does the incumbent transport the labs to the hospital for processing, or does the hospital/provider pick them up on-site?

**County Response: The current provider does have onsite lab and transports for processing. More Information provided by the medical provider**

21. Please supply a complete Facility Equipment List including medical and ancillary equipment, e.g. EKGs, O2 tanks, wheelchairs, crutches, AEDs, auto-scopes, thermometers, blood pressure cuffs and blood pressure machines and/or any other pieces of medical equipment.

**County Response: The County only has an old exam table.**

22. Please provide the incumbent's current weekly healthcare staffing and coverage matrix detailing specific coverage, training, each employees discipline by certification and licensure mix. Please provide a weekly coverage schedule to include the incumbents' employees and any, and all contractors to include the MD, Psychiatrists, NP(s), Mid-Level(s)/NP(s)/PA(s), Mental Health Professionals (MHPs) and any other contractors.

**County Response: Current provider sends a calendar monthly of whom the staff will be. Current staffing numbers are available through medical provider.**

23. In terms of recruiting and recruiting assistance, does the County have a relationship with Western New Mexico University? Does the County have a relationship with the local Veteran's Affairs (VA) Center which is the Fort Bayard Medical Center and/or the Fort Bayard State Veteran's Home?

**County Response: Not in a recruiting sense. It will be responders' responsibility to recruit. Specific to Medical personnel, the provider was told about the University as a resource.**

24. According to page 3 of the RFP, the County is requiring a "locally based Physician, onsite up to 10 hours per week". How many hours of onsite Physician coverage does the current provider provide? Will the County allow for a mid-level provider (e.g. Nurse Practitioner) in place of the Physician?

**County Response: 0, Yes we will consider it.**

25. Does the current provider offer on-call services with their HSA and MD/mid-level providers? If so, what hours are they typically called-in to serve the County's inmate patients?

**County Response: Information pertaining to services are provided by the medical provider.**

26. Please provide a detailed vacancy report for any, and all incumbent employee positions as well as with contractors for the past three years (2014, 2015, and 2016) and 2017 to date. Please also include the duration for how long each position remained vacant.

**County Response: Unavailable**

27. Does the County allow for inmate's family members to provide inmate medications?

**County Response: Only medication that is prescribed and sealed.**

28. Are inmates provided a supply of medications and/or a script for prescribed medications upon their release? If so, what duration is provided?

**County Response: If the inmate provide/paid for them there are released with the inmate upon transfer/release.**

29. Item #5 in section F. on page 4 of the RFP requires, "provision of appropriately licensed staff to dispense medications twice a day". Does the County have objections with Certified Medication Aides (CMA) or Medical Asst. (MAs)/EMTs who have been trained and certified to pass medications?

**County Response: No**

30. What are the current medication pass times for the facility?

**County Response: 9:00 am, 6:00 pm**

31. Who currently prescribes psychotropic medications for the County's mental health inmate patient population?

**County Response: Tele Med Physicians**

32. What are the top 20 most prescribed pharmaceuticals?

**County Response: Unavailable**

33. What are the top 20 most prescribed psychotropics?

**County Response: Unavailable**

34. Are over the counter medications (OTCs) provided by your commissary provider? If not, how are they provided and managed?

**County Response: Ibuprofen**

35. Does the County allow Keep on Person (KOP) medications? If so, please provide this policy and a list of approved KOP medications.

**County Response: No**

36. Is there a local methadone maintenance program that provides methadone to your incarcerated population?

**County Response: No**

37. How many medications carts are on site? Does the County or current vendor own the medication carts? What are the condition of the carts? Do the carts lock?

**County Response: 1 cart that locks in fair condition**

38. Please provide the annual spend for the last three years (2014, 2015, and 2016) and 2017 year to date on HIV/AIDS medications. Does the incumbent currently have a cap on these expenses? If so, please describe. Is there a locally based community provider which assists the County with the high costs of HIV medications? If so, please provide the contact information for this provider.

**County Response: Unavailable**

39. Which hospital(s)/clinics are utilized for inmate emergent, off-site and specialty services?

**County Response: Gila Regional Medical Center, Southwest Bone & Joint**

40. Does the local health department offer and/or provide any healthcare services? If so, which services do they provide and/or offer?

**County Response: Flu shots**

41. Does the current provider's MD/mid-level provider offer any onsite OB/GYN programs and services at the Detention Facility? If so, which services are provided?

**County Response: Information may be obtained through the medical provider.**

42. Which OB/GYN women's health centers are utilized for OB/GYN care? On average, how many transports are made to these centers on an annual basis over the past three years (2014, 2015 and 2016) and 2017 to date?

**County Response: Cassie Health Center. Transport statistics may be obtained through the medical provider.**

43. How many completed suicides have occurred over the past three years (2014, 2015, 2016) and 2017 to date? Has any litigation resulted from these events?

**County Response: 0**

44. How many attempted suicides have occurred over the past three years (2014, 2015, 2016) and 2017 to date? Has any litigation resulted from these events?

**County Response: One attempt, no litigation, occurred in 2017.**

45. What is the accessibility for inmates requiring acute psychiatric hospitalizations when care and treatment is beyond the scope of practice on-site? How many inmates were transferred to your acute psychiatric hospital over the past three years (2014, 2015, 2016) and 2017 to date?

**County Response: 6 Accessibility for inmates is limited. Behavioral Health Institute in Las Vegas, NM is the only one that will accept inmates charged with a crime. Those are not always admitted. Gila Regional Medical Center also has a unit but is reluctant to admit inmates.**

46. What is the incumbent's process for inmates who meet requirements for involuntary hospitalization?

**County Response: Provide necessary documentation for admission.**

47. How many inmates were found Incompetent to stand trial over the past three years (2014, 2015, 2016) and 2017 to date? What has been the average length of time inmates wait pending transfer to the state hospital? Is the County interested in an onsite restoration of competency (ROC), program as part of the mental/behavioral health programs and services?

**County Response: Those statistics are not shared with the Detention Center.**

48. Are inmates currently given forced or involuntary psychiatric medications when they are a danger to self or others as a result of a psychiatric disease, disorder, or illness? If so, what is the current protocol.

**County Response: Decision are made by Medical personnel**

49. Where does the County send inmates requiring inpatient psychiatric treatment?

**County Response: Department of Corrections Los Lunas, NM**

50. How does the County manage inmates who are scheduled for release yet continue to be high-risk (i.e. on suicide watch)?

**County Response: Detention Center has instituted an Inmate Support Program.**

51. Does the County coordinate and work closely with any locally based community mental healthcare providers? If so, please provide the names and contact information for these providers.

**County Response: Jim Helgert is contracted by the medical provider.**

52. Does the County currently provide discharge management services? If so, which agencies does the County work with to ensure coordination of care?

**County Response: Inmate Support Program.**

53. Does the incumbent have a psychiatrist, or mental health provider who prescribes psychotropic medications? If not, who currently prescribes inmate's psychotropic medications for the incumbent?

**County Response: Through Tele –Med.**

54. Is the County interested in continuing the use of telepsychiatry and tele-med services?

**County Response: Yes, If that is the only option**

55. Please confirm the County owns the existing tele-med equipment. When was the equipment purchased and what condition is the tele-med equipment in?

**County Response: Yes, 3 years ago in good condition**

56. Is the County interested in receiving mental health first-aid training for your Administration and detention officers?

**County Response: Yes Training is obtained through other contractors within the State.**

57. What is the County's current jail management system (JMS) system?

**County Response: X Jail Archonix**

58. We understand "Practice Fusion" the incumbent's current electronic medical records (EMR) system? Is the County opposed to upgrading systems?

**County Response: No**

59. How many computers does the facility own? What is the condition of the computers?

**County Response: There is 1 desktop and 2 laptop and 1 printer for medical use.**

**Addenda No 1 Acknowledgement**  
**(Include with RFP)**  
**(Will not count toward page count)**

I acknowledge having received a copy of the addendum and have included it in my consideration.

---

Signature of Contractor Representative

---

Date

Addendum includes information for: