



OFFICE OF WILL COUNTY EXECUTIVE
LAWRENCE M. WALSH

Rita Weiss
Purchasing Director

(815) 740-4605
Fax (815) 740-4604
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October 11, 2016

To Whom It May Concern:

The Will County Sheriff, (herein, "Sheriff") and the Chief Judge of the Twelfth Judicial Circuit (herein, "Chief Judge"), invite you to submit your proposal for the provision of comprehensive inmate and juvenile health care services to include medical, mental health, and dental services, health care personnel, and program support services, for a population of approximately 850 adult inmates for the Will County Adult Detention Facility (WCADF), and approximately 50 juvenile detainees for River Valley Juvenile Detention Center (RVJDC), both located in Joliet, Illinois. The contract period will commence February 1, 2017.

A Mandatory Pre-Proposal Conference will be held Friday, October 28, 2016 beginning at 10:00 AM at the Will County Adult Detention Facility, 95 S. Chicago St, Joliet, IL. Following the proposal conference, a tour will be conducted at both facilities. Register via fax 815-740-4604 or email rweiss@willcountyillinois.com by Monday, October 24, 2016. ***Proposals will not be accepted from those who do not attend the mandatory pre-proposal conference and site tour.***

A 10% Bid Bond or Cashier's Check, made payable to the Will County Treasurer, must accompany your proposal, or it will not be considered.

Sealed proposals will be received in the Purchasing Department, 2nd floor, Will County Office Building, 302 N. Chicago Street, Joliet, IL. 60432, not later than **11:00 A.M., Tuesday, November 29, 2016, as so indicated by the time stamp clock of Will County.** Proposals will be publicly opened and read by the Will County Executive or his Representative at **11:10 A.M., Tuesday, November 29, 2016,** same location.

The Bidder acknowledges the right of the Sheriff and the Chief Judge to reject any or all proposals and to waive non-material informality or irregularity in any proposal received in whole or in part, as may be specified in the solicitation.

Should you have any questions regarding any aspects of this proposal, please contact Rita Weiss, Purchasing Director via email at rweiss@willcountyillinois.com. We look forward to your proposal.

Sincerely,

Rita Weiss

Rita Weiss
Purchasing Director

**ADVERTISEMENT OF
REQUEST FOR PROPOSAL
FOR COMPREHENSIVE MEDICAL/MENTAL HEALTH/DENTAL SERVICES
FOR INMATES/DETAINEES OF THE ADULT & JUVENILE DETENTION FACILITIES**

SEALED PROPOSALS FOR THE PROVISION OF ADULT INMATE/YOUTH DETAINEE HEALTH CARE SERVICES TO INCLUDE MEDICAL, MENTAL HEALTH, AND DENTAL SERVICES, HEALTH CARE PERSONNEL, AND PROGRAM SUPPORT SERVICES, ARE BEING REQUESTED. THIS WILL BE A TWELVE (12) MONTH CONTRACT COMMENCING FEBRUARY 1, 2017 THROUGH JANUARY 31, 2018 WITH TWO AUTOMATIC RENEWALS FOR SUCCESSIVE ONE YEAR TERMS FOR A TOTAL OF THREE YEARS.

A MANDATORY PRE-PROPOSAL CONFERENCE AND WALK THROUGH WILL BE HELD 10:00 A.M., FRIDAY, OCTOBER 28, 2016 AT THE WILL COUNTY ADULT DETENTION FACILITY, 95 S. CHICAGO ST, JOLIET, IL FOLLOWING THE PROPOSAL CONFERENCE, A TOUR WILL BE CONDUCTED AT BOTH FACILITIES. **PROPOSALS WILL NOT BE ACCEPTED FROM THOSE WHO DO NOT ATTEND.**

SEALED PROPOSALS WILL BE RECEIVED AT THE WILL COUNTY PURCHASING DEPARTMENT, WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., JOLIET, IL 60432, UNTIL THE HOUR OF **11:00 A.M., TUESDAY, NOVEMBER 29, 2016** PROPOSALS WILL BE PUBLICLY OPENED AT **11:10 A.M., TUESDAY, NOVEMBER 29, 2016** AND READ ALOUD BY THE WILL COUNTY EXECUTIVE OR HIS REPRESENTATIVE AT THE WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., JOLIET, IL 60432, 2ND FLOOR.

SPECIFICATIONS AND CONDITIONS OF THE PROPOSAL ARE AVAILABLE AT www.demandstar.com, AS WELL AS THE PURCHASING DEPARTMENT, 2ND FLOOR, WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., JOLIET, IL 60432, (815) 740-4605 OR EMAIL purchasing@willcountyillinois.com.

THE TENDERING OF A PROPOSAL TO THE SHERIFF AND THE CHIEF JUDGE SHALL BE CONSTRUED AS ACCEPTANCE OF THE SPECIFICATIONS. THE BIDDER ACKNOWLEDGES THE RIGHT OF THE SHERIFF AND THE CHIEF JUDGE TO REJECT ANY AND OR ALL PROPOSALS, AND TO WAIVE NON-MATERIAL INFORMALITY OR IRREGULARITY IN ANY PROPOSAL RECEIVED IN WHOLE OR PART AS MAY BE SPECIFIED IN THE SOLICITATION.

I.2 Performance Bond:

A Performance Bond for the amount of the first four months of the first year contract price will be required from the Successful Bidder and shall be valid throughout the life of the contract. The Performance Bond will be returned at the completion of the first year upon receipt of the replacement bond for the second year contract period and same for the third year. If it is difficult to acquire a Performance Bond by the time the contract is to commence, the Sheriff and the Chief Judge shall accept a letter notarized by the Insurance Carrier showing that such Bond is being processed at that time.

I.3 Prime Contractor Certification:

Included in this proposal package is a Prime Contractor Certification form. This form **must** be filled out, signed and returned with your proposal package or it will not be accepted.

I.4 Non-Discrimination:

The contractor shall at all times observe and comply with all laws, statutes, regulations or the like relating in any way to civil rights including but not limited to the Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq.

1.5 Words and Figures:

Where amounts are given in both words and figures, the words shall govern. If the amount is not written in words the unit cost will take precedence over the extended price in case of a discrepancy in the multiplication. Bidders are expected to check their proposals carefully for errors.

II. INTRODUCTION

The Will County Sheriff and Chief Judge are requesting proposals for the provision of adult inmate and juvenile detainee health care services to include medical, mental health, and dental services, health care personnel, and program support services for a population of 850 adult inmates and 50 juvenile detainees, for an initial term of twelve (12 months commencing February 1, 2017, with two (2) automatic renewals for successive one (1) year terms, for a total of three (3) years.

Services shall be provided at two facilities:

Facility Name: Will County Adult Detention Facility (WCADF)
Street Address: 95 South Chicago Street, Joliet, IL 60436
Contact Person: Deputy Chief Support Services, Dale Santerelli

Facility Name: River Valley Juvenile Detention Center (RVJDC)
Street Address: 3200 West McDonough, Joliet, IL 60431
Contact Person: Superintendent, Christopher Watkins

Current Average Daily Population of the WCADF is approximately 850+ Adult Inmates. For the WCADF Bidders should base their proposal on an expected population of 850. The RVJDC has a capacity of 102 juveniles but is expected to have a daily population of less than 50 juveniles. For this proposal, contractors are requested to bid on a juvenile population of 50 residents. Bidders shall base their proposal on the following: the WCADF with a \$300,000 catastrophic limit per contract year for off-site services, which includes inpatient hospitalizations, fees, specialty consults, on site dialysis. For RVJDC a \$75,000 catastrophic limit per contract year for off-site services, which includes inpatient hospitalizations, fees, and specialty consults.

III. OBJECTIVES OF THE RFP

- a) To collect information necessary for the evaluation of competitive proposals submitted by qualified Bidders.
- b) To provide for a fair and objective evaluation of proposals.
- c) To result in a contract between Successful Bidder and the Will County Sheriff and Chief Judge of 12th Judicial Circuit.
- d) To deliver high quality health care services that can be maintained and audited against established standards of the National Commission on Correctional Health Care (NCCCHC), the American Correctional Association (ACA), Prison Rape Elimination Act (PREA) and the Illinois County Jail Standards/Illinois Juvenile Detention Standards.
- e) To operate the health services program at full staffing and to use only Illinois licensed, certified and professionally trained personnel.
- f) To operate the health services program in a cost-effective manner with full reporting and accountability to the Sheriff's and Chief Judge's Administrations.
- g) To implement an annual written health care plan with clear objectives, site-specific policies, and procedures and annual evaluation of compliance, including Continuous Quality Improvement planning, process and outcome studies.
- h) To maintain an open collaborative relationship with the administration and staff of the Sheriff/Warden of the WCADF and Chief Judge/Superintendent of RVJDC.
- i) To offer a comprehensive program for continuing health care staff education as well as for training of correctional staff.
- j) To maintain complete and accurate electronic medical records of care and to collect and analyze health statistics on a regular basis.
- k) To operate the health services program in a humane manner that at all times upholds the civil rights of the adult inmates and juvenile detainees including the right to basic health care services.

IV. PROPOSAL PROCESS (tentative schedule of events concerning the proposal process)

October 7, 2016	Advertisement in local paper/Public Notification/ Distribution of the RFP
October 28, 2016 10:00 a.m.	Mandatory Pre-Proposal Conference & Tours
November 10, 2016, 4:00 p.m.	Bidders Question due
November 17, 2016	Addenda issued
November 29, 2016, 11:00 a.m.	Proposal Due Date
November 29, 2016, 11:10 a.m.	Public Bid Opening
December, 2016	Notification of Award to Successful Bidder
December, 2016	Negotiate Contract Terms with Successful Bidder

December, 2016 – January, 2017	Transition Implementation Period
February 1, 2017	Commence Service with Successful Bidder

A complete **original** and **ten (10) exact duplicates, clearly marked, and one electronic copy (CD or flash drive)** of the proposal must be submitted in a **sealed** package to:

Name: Rita Weiss
Title: Purchasing Director
Location: Will County Office Building
Street: 302 N. Chicago Street
City/State: Joliet, Illinois 60432
Telephone: (815) 740-4605
Fax: (815) 740-4604
E-mail Address: rweiss@willcountyillinois.com

V. GENERAL TERMS AND PROVISIONS

- V.1** If our specifications, when included in our Request for Proposal, are not returned with your proposal, and no specific reference is made to them in your proposal, it will be assumed that all specifications will be met. When material, sketches, cuts, descriptive literature, company or manufacturers specifications are included with the proposal and which proposal contain information that can be construed or is intended to be a deviation from our specifications, such deviations must be specifically referenced in your proposal response.
- V.2** The responsibility for getting the proposal to the Purchasing Director on or before the stated time and date will be solely and strictly the responsibility of the Bidder. The Purchasing Director will in no way be responsible for delays caused by the United States Postal Service or a delay caused by any other occurrence, or any other method of delivery. The Bidder shall be responsible for reading very carefully and understanding completely, the requirements in the specifications. Proposals will not be accepted after the time specified for receipt. Such proposals shall be returned to the Bidder unopened with the notation "**This Proposal was received after the Time Designated for the Receipt and Opening of Proposals.**"
- V.3 Postponement of Date for Presentation and Opening of Proposals:** The Sheriff and Chief Judge of 12th Judicial Circuit reserve the right to postpone the date for receipt and opening of proposals and will make a reasonable effort to give at least five (5) calendar days' notice of any such postponement to each prospective Bidder.
- V.4 Time for Consideration:** By submitting a Proposal, Bidders warrant that the prices quoted in the proposal will be good for a period of ninety (90) calendar days from the date of proposal opening. Successful Bidders will not be allowed to withdraw or modify their proposals after the opening time and date.
- V.5 Non-Collusive Statement:** The submission of this statement certifies that the prices in proposal have been arrived at independently without collusion, consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other Bidder or any competitor.

- V.6 Conflict of Interest:** The proposal shall contain the Bidder's warranty that, except for bona fide selling agents of the firm for the purposes of securing business, no person, lobbyist, attorney, or selling agency has been employed, or retained to solicit this contract upon an agreement or understanding for commission, percentage or contingency. The Bidder must disclose with its proposal the name of any agent, director, employee or former employee of the County of Will under their employ.
- V.7 Prices:** All proposals submitted must show the net proposal price after any and all discounts allowable have been deducted. State sales tax and federal excise taxes shall not be included as the County of Will, its Offices and Departments are tax-exempt. The County of Will shall issue copies of our exemption certificates to the Successful Bidder when requested.
- V.8 Performance Deficiency Adjustments:** Performance deficiency adjustments may be imposed at the option of the Sheriff/Warden or the Chief Judge/Superintendent, as is applicable, if the following program deficiencies are determined by monitoring activities.
- V.8.a** Repeated failure by the Successful Bidder to either pay invoices to subcontractors or other entities that have submitted legitimate claims for services provided to the Successful Bidder under this proposal, within 60 days of receipt.
- V.8.b** Failure to follow the Inmate referral process as follows: Inmate referrals for off-site, non-urgent consults will be reviewed, and be either approved or denied by the Successful Bidder's site Medical Director within five (5) business days of the on-site physician's referral and the inmate shall be seen by the community provider within thirty (30) days of said referral, or the Successful Bidder will be subject to a fine of \$100 per consult deficiency in any calendar month, where service has been delayed. If the consult has been denied, an alternative treatment plan shall be proposed and actual performance thereof documented within the medical record
- V.8.c** Failure to perform Health and Physicals (H&P's) within fourteen (14) days of booking. The vendor shall pay a fine of \$150.00 per identified deficiency.
- Failure to perform nursing intake screening within four (4) hours of inmate's booking time. The vendor shall pay a fine of \$150.00 per identified deficiency.
- V.8.d** Chronic care adult inmates/juvenile detainees (i.e. including but not limited to diabetics, hypertension, seizure disorder, infectious disease, mental health, asthma or COPD) shall be enrolled in a chronic care clinic and seen by a physician or midlevel provider within 14 days of their intake into the jail or juvenile facility, or sooner as clinically indicated, and then evaluated at least every 90 days by a physician (or psychiatrist). Liquidated damages of \$100 per identified deficiency shall be assessed for each identified deficiency/individual.
- VI. PROPOSAL ERRORS:** When errors are found in the extension of the proposal prices, the unit price will govern. Proposals having erasures or corrections must be initialed in ink by the Bidder.
- VI.1 Proposal Obligation and Disposition:** The contents of the proposal and any clarifications thereto submitted by the Bidder shall become part of the contractual obligation and incorporated by reference into the ensuing contracts. All proposals become property of the Will County Sheriff and Chief Judge of 12th Judicial Circuit and will not be returned to the Bidder.
- VI.2. Law, Statutes, and Ordinances:** The terms and conditions of the Request for Proposal and the resulting contract or activities based upon the Request for Proposal shall be construed in accordance with the laws, statutes and ordinances applicable to Will County and the State of Illinois, irrespective of choice of law considerations.
- VI.3. Information and Descriptive Literature:** Bidder must furnish all information requested in the proposal. If specified, each Bidder must submit cuts, sketches, descriptive literature and/or

complete specifications covering the products ordered. Reference to literature submitted with previous proposals will not satisfy this provision. Proposals which do not comply with these requirements will be subject to rejection.

- VI.4 Proposal Submittal Costs:** Submittal of a proposal is solely at the cost of the Bidder. The Sheriff, the Chief Judge and the County of Will are in no way liable or obligate themselves for any costs accrued to the Bidder in submitting the proposal.
- VI.5 No Bid:** If the receipt of this Request for Proposal is not acknowledged, the Bidder's name may be removed from the County of Will's vendor mailing list.
- VI.6. Compliance with Occupational Safety and Health Act:** The Bidder certifies that all material, equipment, etc., contained in his proposal meets all O.S.H.A. requirements.
- VI.7. Acceptance and Rejection:** The Sheriff and the Chief Judge reserve the right to reject any or all proposals, in whole or in part, for cause, or without cause, to waive non-material irregularities, if any, in any proposal.
- VI.8. It is MANDATORY that the Bidder visits the sites where services are to be provided to familiarize himself with the scope of the effort required. The pre-proposal conference is a mandatory requirement. Any Bidder that does NOT participate in the pre-proposal conference and walk-through of both sites will NOT be allowed to submit a proposal.**
- VI.9.** Each Bidder's proposal and any clarifications to that proposal shall be signed by an officer of the Bidder's Company or a designated agent empowered to bind the Bidder in a contract. Exceptions to the specifications, if any, may be noted on the specification page or in the form of an exception.
- VI.10.** The price proposal shall indicate that general terms and provisions outlined above are acknowledged.
- VI.11. Permits and Licenses:** All permit(s), certificate(s) and license(s) required by Federal, State or local laws, rules and regulations necessary for the implementation of the work undertaken by the Successful Bidder pursuant to the contract shall be secured and paid for by the Successful Bidder. It is the responsibility of the Successful Bidder to have and maintain the appropriate permit(s), certificates(s) and license(s) valid for work to be performed and valid for the jurisdiction in which the work is to be performed for all persons working on the job for which a certificate or license is required.
- VI.12. Assignment:** The Successful Bidder shall give full attention to the faithful execution of the contract, shall keep the contract under his control, and shall not, by power of attorney or otherwise, assign the contract to any other party. The Sheriff and the Chief Judge shall not honor any assignment by the Successful Bidder under any circumstances.
- VI.13 Abandonment or Delay:** If the scope of work to be done under this contract shall be abandoned or delayed by the Successful Bidder, or if at any time the Sheriff and/or the Chief Judge shall be of the opinion and shall so certify in writing that work has been abandoned or delayed by the Successful Bidder, then the Sheriff or the Chief Judge, as is applicable may annul the contract or any part thereof if the Successful Bidder fails to resolve the matter within thirty (30) days of written notice from the Sheriff or Chief Judge or their authorized designee.
- VI.14 Bidder's Cooperation:** The Successful Bidder shall maintain regular communications with the Sheriff's administration and the administration of the Chief Judge and shall actively cooperate in all matters pertaining to this contract.

- VI.15 Responsibility:** The Successful Bidder shall at all times, observe and comply with all federal, state, local and municipal laws, ordinances, rules and regulations in any manner affecting this contract.
- VI.16 Liability:** The Successful Bidder shall not be responsible for failure to perform the duties and responsibilities imposed by the contract due to fires, acts of God and events beyond the control of the Successful Bidder that make performance impossible or illegal. However, the Successful Bidder shall make every good faith effort to perform the essential services to the best of their ability under even extreme circumstances to ensure that the continuity of patient care is maintained if at all feasible.
- VI.17 Requirements Contract:** During the term of the contract, the Successful Bidder will furnish all of the services specified in this Request For Proposal.
- VI.18 Indemnification:** The Successful Bidder shall indemnify, defend and hold the Sheriff, the Chief Judge of 12th Judicial Circuit, the County of Will and their officials, officers, employees or agents harmless from and against any liabilities, suits, claims or demands whatsoever kind or nature arising out of or connected with the performance of this contract by the Successful Bidder; provided, however, that Successful Bidder will not be responsible for any claim arising out of, (i) actions taken by the Sheriff or the Chief Judge or their employees, officers or agents that prevent an adult inmate or juvenile detainee from receiving medical care as ordered by the Successful Bidder, its employee or agent or (ii) the failure of the Sheriff or the Chief Judge, their employees or agents to exercise reasonable judgment in promptly presenting an ill or injured adult inmate/juvenile detainee to the Successful Bidder's designated medical provider for treatment.
- VI.19 Notices:** All notices and requests between the Parties shall be in writing and shall be delivered by certified mail, return receipt requested, to the correct address of the parties to the contract. Either party may change its address by giving notice of the new address to the other party.
- VI.20 Termination of Contract:**

INITIAL ONE-YEAR TERM (AUTOMATIC RENEWAL FOR 2 ADDITIONAL ONE YEAR TERMS) The Term of the initial agreement shall begin on February 1, 2017 at 12:01 a.m., through January 31, 2018, which constitutes a one-year period. The contract shall have two (2) automatic renewals for successive one (1) year terms for a total of three (3) years. The second term to run from February 1, 2018 at 12:01am, through January 31, 2019 and the third term to run from February 1, 2019 at 12:01am, through January 31, 2020. This contract will automatically renew for terms Two and Three unless either party provides written notice of termination at least 120 days prior to the automatic renewal date.

In the event of early termination Will County shall be obligated to reimburse the Successful Bidder only for those services rendered prior to the date of notice of termination, less any liquidated damages that may be assessed for nonperformance.

TERMINATION DUE TO SUCCESSFUL BIDDER OPERATIONS The Sheriff and Chief Judge reserve the right to terminate this agreement immediately in the event that the Successful Bidder discontinues or abandons operations, is adjudicated bankrupt, or is reorganized under any bankruptcy law, or fails to keep in force any required insurance policies. The County shall pay for services rendered up to the point of termination and the vendor shall provide services up to the point of termination. Both parties agree that such termination shall be considered "for cause."

TERMINATION – FOR CAUSE

BY THE SUCCESSFUL BIDDER Except as stated immediately above, a breach by the Sheriff and the Chief Judge of any material term of this agreement may be considered grounds for termination of the agreement by the Successful Bidder, who shall provide 60 days prior written notice of its intent to terminate for cause. The written notice shall identify the specific basis for termination. The Sheriff and the Chief Judge will pay for services rendered up to the point of termination. Upon receipt of the written notice of termination for cause, the Sheriff and Chief Judge will have ten (10) days to provide a written response to the Successful Bidder. If the Sheriff and Chief Judge provide a written response to the Successful Bidder addressing the issues identified as cause for termination, and if the Sheriff and Chief Judge cure the perceived fault within thirty (30) days of the written notice, the sixty (60) day notice of termination for cause shall become null and void and the agreement will remain in full force and effect without interruption.

BY THE SHERIFF AND CHIEF JUDGE. Failure of the Successful Bidder to comply with any section or part of this agreement shall be considered grounds for termination of this agreement by the Sheriff and the Chief Judge, who shall provide 60 days prior written notice of their intent to terminate for cause. Such termination shall be without penalty to the Sheriff and Chief Judge. The written notice will identify the basis for termination. The Sheriff and Chief Judge will pay for services rendered up to the point of contract termination and at the option of the Sheriff and Chief Judge the Successful Bidder will provide services up to the date of contract termination. Upon receipt of the written notice of termination for cause, the Bidder shall have ten (10) days to provide a satisfactory written response to the Sheriff and Chief Judge. If the Bidder provides an adequate explanation for the contractual deficiency identified in the contract termination notice, and cures the deficiency within thirty (30) days of the written notice, to the satisfaction of the Sheriff and the Chief Judge, the sixty (60) day notice period shall become null and void and this agreement will remain in full force and effect without interruption. Notwithstanding the foregoing, in the event of repeated material breaches, Will County shall have the right to terminate upon 60 days written notice, irrespective of any subsequent attempt to cure.

Loss of NCCHC accreditation may be considered as cause for termination by the Sheriff and the Chief Judge given the weight of and critical nature of the importance to all aspects of health care of the NCCHC accreditation to the medical and dental care operation, in addition to the penalty component for financial impact.

TERMINATION WITHOUT CAUSE. Notwithstanding anything herein to the contrary the Sheriff and the Chief Judge may, without prejudice terminate this agreement without cause by giving one hundred eighty (180) days/six months written notice to the other party. The Sheriff and Chief Judge shall pay for services rendered up to the date of termination and the Successful Bidder shall provide services up to the date of termination.

- VII. INSURANCE:** The Successful Bidder must include in his proposal, certificates of insurance indicating that the below listed insurance requirements are in force: The Successful Bidder must carry "occurrence" professional ability insurance in the amount of \$1,000,000 per occurrence and \$3,000,000 in aggregate. A certificate of insurance clearly stating "occurrence" coverage must be included with the proposal. Should the Successful Bidder carry "claims made" insurance, the Successful Bidder must purchase "tail coverage" to insurer through the statute of limitations.

VII.1. Comprehensive General Liability:

- a) \$1,000,000 Bodily Injury and Property Damage per occurrence and aggregate \$3,000,000.
- b) Comprehensive General Form

- c) Extended Business Liability Endorsement
- d) Products/Completed Operations (to be provided for minimum of 36 months after completion of work)
- e) Broad Form Contractual Liability
- f) Personal Injury Liability

VII.2. Professional Liability

- a) \$1,000,000.00 per occurrence
- b) \$3,000,000.00 aggregate

VII.3. Worker's Compensation and Employer's Liability

- a) Statutory Coverage for Illinois
- b) \$100,000.00 Employer's Liability
- c) Broad Form All States Endorsement

VII.4. Certificate of Insurance

Prior to commencing work under a resultant contract, the Successful Bidder shall furnish the Sheriff and the Chief Judge with a certificate of Insurance naming the Will County Sheriff, the Chief Judge of the 12th Judicial Circuit, the County of Will, their officers, employees and agents as an additional insureds, giving a ninety (90)-day notice of cancellation, non-renewal, or change in the insurance coverage. Any cancellations or lapses of insurance affecting the operation of WCADF and/or RVJDC under this contract shall be deemed a material breach of contract.

VIII. BIDDER QUALIFICATIONS

- A. Proposals shall be considered only from firms who can clearly demonstrate to the Sheriff and the Chief Judge a professional ability to perform the type of work specified within the Request for Proposal. Bidder(s) must be able to demonstrate adequate organization, facilities, equipment and personnel to ensure prompt and efficient service to the Sheriff and the Chief Judge. In the determination of evidence, the Sheriff and the Chief Judge reserve the right to investigate the financial condition, experience record, personnel, equipment, facilities and organization of the Bidder(s). The Sheriff and the Chief Judge shall determine whether the evidence of responsibility and ability to perform is satisfactory.

IX. METHOD OF AWARD

The Bidder acknowledges the right of the Sheriff and the Chief Judge to reject any or all proposals not in compliance with the Request for Proposal and the right to reject any or all proposals, in whole or in part, and the right to waive any non-material informalities or irregularities for any proposal received and to accept the lowest responsible, responsive proposal after all Proposals have been examined and evaluated.

X. Selection Criteria is as follows, to be evaluated by an Evaluation Committee:

Qualifications	
Length of time Bidder has been in business of providing correctional health care.	
1.	Current and past performances of providing correctional health care in a secure Setting (at least three (3) years of experience in jails/juvenile facilities of similar size).
2.	Experience with other County and Juvenile Systems with similar populations as WCADF and RVJDC.
3.	Accreditation experience both ACA and NCCHC.
4.	Financial stability of the firm. Audited Financial Statements for past three (3) years.
5.	References and satisfaction of a minimum of three (3) current and/or prior clients.
6.	Qualifications (resumes) of key management staff and regional manager assigned to the program.
7.	Turnover and vacancy rate for nurses and physicians in current contracts.
8.	Litigation history and settlements of the Bidder for current and historical contracts (3 yr).
9.	The Bidder has not experienced excessive fines or penalties in performance of services (must provide history of penalties, liquidated damages, paybacks for current and former contracts).
10.	Discussion of adverse media coverage that has happened in past three years (to include copies of articles).
11.	Were there disputes over payment for services in current or former Contracts during last three years? (Interviews)
12.	Was there any evidence that Bidder had withheld or delayed services? (Interviews)
13.	Was there a notable increase or decrease in lawsuits or health related grievances after the Bidder took over? (Interviews)
14.	Turnover of administrative staff. How many regional managers, health administrators and Medical Directors have been assigned to current or prior Bidder contracts since the Bidder took over? (Interviews)
Technical Requirements	
1.	The Bidder has demonstrated in their proposal an understanding of the health services requested by the Sheriff and the Chief Judge - paying attention to the particular needs of the
2.	The Bidder has agreed to maintain compliance with Illinois State Jail and Detention Standards in regard to standards of care.
3.	The Bidder's approach is complete to delivering services.
4.	The Bidder has a complete and realistic transition plan.
5.	Outcomes of the program are described.
6.	The proposal has described adequate support programs e.g. recruitment, quality improvement, nursing protocol development, staff training, etc.
7.	The proposal is clear and straightforward and conforms to the requirements of the RFP.
8.	All mandatory documents are included with the proposal.
9.	The program describes innovation in maximizing on-site services.
10.	The Bidder demonstrates innovative means in cost efficiency and effectiveness.
Cost Proposal	
1.	Bidder price.
2.	Base price is realistic for second and third year to include the price escalator for outlying years.
3.	Realistic hourly rates and annual salaries are described for nursing and professional staff.
4.	Per diem charges for population overages are reasonable.
5.	Line item pricing for pharmacy and overhead is competitive.

- X.1 Price:** All responses will be rated from the common reference point of a single dollar figure for delivery of a total health care program for a thirty-six (36) month period.
- X.2 Corporate Stability:** Each Bidder will be evaluated in the following areas:
- a. Financial stability as determined by review of audited financial reports. Current audited financial reports for the previous three completed fiscal years must be submitted with the proposal.
 - b. Ability to perform and manage the proposed program.
- X.3 Experience:** Each Bidder will be evaluated in two areas:
- a. Experience in health care.
 - b. Experience in providing correctional health, dental and mental health care programs in facilities with inmate populations exceeding 800 inmates AND experience in providing services to juvenile populations.
- X.4 References:** Submit with your proposal, three (3) references where the Bidder has provided service within the past three (3) years that were similar in mission and size to WCADF and RVJDC. The references will be contacted and interviewed in regard to their overall satisfaction of services provided. Also provide a list of current and former contracts with contact information as the Sheriff and the Chief Judge retain the right to contact any former or current clients.
- X.5 Quality of Response:** Each response will be evaluated to determine:
- a. Bidder's understanding of the project.
 - b. If all items are discussed clearly and concisely.
- X.6 PROPOSAL PACKAGE:** Bidders must submit a response in the form of a proposal, which includes the following sections:
- a) **Complete Proposal Package and Addendums**
 - b) **Technical proposal:** This portion of the proposal must address each item below:
- X.7 Description of Firm**
- Provide the name, a brief history and description of the corporation. Include the corporation's most recent annual report. Indicate the size of the firm in annualized revenues, outstanding corporate debt, number of contracts, number of sites where services are performed, number of states, counties and/or jurisdictions where services are performed.
- Number of employees employed by the corporation – at the corporate headquarters, at the regional level, at the site level.
 - Annualized revenue of total contracts.
 - Number of years in business as specific entity (If previously operated as a different entity or under a different name indicate same and the number of years in business as prior entity or under former name as well as number of years under current name and structure.
 - Current contracts, contact numbers, when awarded, dollar (annual) size of contract.
- X.8 Experience of Firm**
- Provide a summary of the firm's experience. Specify experience in providing correctional health care. Describe experience with similar size county contracts and highlight evidence of achievements in this area. Specify experience relating to county correctional facilities in the State of Illinois and within the Midwest region. Provide any additional information that would distinguish your firm in its service to the Sheriff and Chief Judge.

X.9 Termination History

For the last five (5) years, list all contracts terminated by any state or any county, lost in a RFP, RFI, or not renewed or contracts for which the company chose not to again compete. For each contract list a contact person, and a telephone number or email address. Please provide a narrative describing the reasons for not renewing or rebidding contracts. In addition, Bidder must specifically identify any contracts from which they asked to be relieved or any contracts that they have terminated, exercised an out clause, with or without cause or cancelled prior to the end of the specified contract term.

X.10 Leadership of Firm

- a. Discuss the leadership of your organization and highlight accomplishments of the individuals that shall provide direct oversight with this project.
- b. Include as applicable its history, leadership, executive and management staff, current contracts service history, including names, addresses and telephone numbers to contact for references, special strengths or factors to be considered, and any other information the Bidder wishes to be considered in this section.
- c. A historical tracing of Bidder's existence shall be included. For example, if Bidder began as one type of entity and shifted to another, or changed its name, or merged with or acquired another organization, or is (or became) a subsidiary of a parent organization, that information, including dates must be provided.
- d. Identify your firm's professional staff members that will be involved in the project, the experience each possesses, and the location of the office from which they will work.
- e. Resumes or brief biography of professional staff members who may be involved in this contract must be included in this section.
- f. Companies shall include the resume of the regional manager, and regional medical director who shall be working with the Sheriff and Chief Judge.
- g. Indicate where the regional manager will be based geographically and what other contractual responsibilities this person is accountable for.
- h. Indicate the anticipated frequency of on-site visits to WCADF and RVJDC by the regional manager and regional medical director.

X.11 ACCREDITATION EXPERIENCE

Provide an overview of experience with NCCHC and ACA experience. Include any experience with the Illinois Jail Standards and Juvenile Detention Standards, Specify facilities that the firm operates that are currently accredited by ACA or NCCHC. Indicate whether or not the firm or another company received the initial and/or subsequent accreditation of the facility. The WCADF has been re-accredited by NCCHC in July 2016, ACA in January 2016, PREA at WCADF in 2014, RVJDC is due for PREA in 2017.

Include the following information:

- a) Name of facility;
- b) Accrediting agency (e.g., ACA or NCCHC)
- c) Include dates of accreditation/re-accreditation.

X.12 CONTRACT AWARDS

List all contracts awarded within the past five years.

X.13 LITIGATION HISTORY

The proposal must include the following legal action history for the past five (5) years, including the history of any affiliated companies.

List and explain in detail all litigation claims for payments not made for offsite hospital or provider care whether open, closed, and/or settled.

List and explain in detail all lawsuits involving inmates that were settled and or in which judgment was made against the proposing company or affiliated companies.

List and explain in detail all complaints under discrimination lawsuits, OSHA violations, Department of Labor Complaints or FMLA violations.

X.14 FINES, PAYBACKS OR PENALTIES

List all contracts in which Bidder experienced a loss of funds exceeding \$50,000 cumulative annually due to delays, penalties, staffing or other paybacks, damages, liquidated damages, and/or forfeiture of performance bond in whole or in part. Bidder shall explain details of fine or penalties in this section. Include staffing paybacks for hours NOT provided but contracted, including benefit hours.

X.15 FINANCIAL STATEMENTS

Provide audited financial statements for a three-year (3) period. If the Bidder is a wholly-owned subsidiary of another Corporation, and does not possess financial statements, unaudited financial statements for the subsidiary for a three-year (3) period must be submitted as supplemental information to the Bidder's financial statements in order to meet this requirement. Audited financial statements shall be submitted to the Sheriff and Chief Judge annually during the term of this Contract.

Please indicate whether the Bidder, its parent or predecessor, filed or has been in bankruptcy or creditor protection within the past five years.

Where there is a parent, Bidder shall indicate whether the parent Bidder will guarantee the subsidiary's debts.

Failure to provide requested financial data, history of experience, and references in a manner that directly relates to the Bidder and that allows for the evaluation solely of its experience, credibility and financial stability, may result in disqualification.

X.16 ADVERSE MEDIA COVERAGE

Bidder shall discuss all articles of adverse media coverage, which have involved their firm, within the past three years in the appendix of this submission.

X.17 EVALUATION COMMITTEE

The Sheriff and the Chief Judge of 12th Judicial Circuit reserve the right to appoint one or more Evaluation Committees to complete the Evaluation recommendations and to make a recommendation for selection of the final candidates for the oral presentation(s) and for the final candidate, based upon the criteria identified above. The Sheriff and the Chief Judge reserve the right to separate the price from the program criteria and may evaluate the elements separately or together, as the price is not the sole determining factor in the selection of the Successful Bidder for the contract award.

XI SCOPE OF SERVICES

The Successful Bidder is to establish a program for the provision of comprehensive health care services for WCADF and RVJDC, including onsite and offsite, medical, mental health, and dental services. The program shall comply with current and future Federal (HIPAA, PREA, OSHA etc.), State, and local laws, codes, rules regulations, court orders, administrative and institutional directives. At a minimum, services must meet the standards set by the National Commission on Correctional Health Care (NCCHC), The American Correctional Association (ACA) and the Illinois Department of Corrections Jail and Juvenile Standards, and County Jail Standards.

XI.1 DESCRIPTION OF THE FACILITY AND CHARACTERISTICS OF THE POPULATION

The WCADF is located at 95 South Chicago Street, Joliet, IL 60436. The design capacity is 850 inmates the average daily population is approximately 850+. The WCADF is a direct supervision jail.

The RVJDC is located approximately 10 miles away from the WCADF at 3200 West McDonough Road Joliet IL. The facility has a capacity for 102 detainees and presently has a daily population of approximately 50 residents.

XI.2 PROGRAM DESCRIPTION

The Successful Bidder will be expected to meet the following specifications and program requirements. This listing is not intended to be all inclusive, but serve as a guideline with recommendations for the development of a health care program for inmate and juvenile population. Included below are features of the program. Said inclusion is not meant to indicate limitations on the program, but is intended to provide a description of some of the more salient components of the program.

XI.3 RECEIVING SCREENING

The WCADF and RVJDC are not responsible for injuries sustained prior to booking. Medical staff is required to evaluate illness and injuries prior to actual booking into the facility and may reject an individual for medical reasons. Once the inmate/juvenile has been accepted for booking, he/she will be the fiscal responsibility of the Successful Bidder.

The WCADF provides Medical Services upon intake through Central Booking. The intake Medical Services must be performed by an individual who is at least an LPN. Nursing staff will medically screen the inmate within four (4) hours upon entering the facility

The finding of intake screening and evaluation must be recorded and entered into the inmate's medical record.. Any inmate or juvenile detainee who presents at the facility with a verifiable and active prescription will have the medication or a therapeutic substitution continued under physician order

At RVJDC, new intakes are brought to the medical unit for evaluation, including the administration of the receiving screening questionnaire and intake exam. The intake evaluation shall be completed by nursing personnel within four (4) hours of the detainee being booked into the facility.

. A suicide assessment questionnaire must be part of the intake evaluation. Inmates/detainees exhibiting abnormal behavior, based on the questionnaire must be referred to a mental health professional.

XI.4 HEALTH APPRAISAL

A face to face health appraisal shall be completed by a RN (appropriately trained and authorized by the physician), mid-level practitioner or physician for each inmate within fourteen (14) days of admission to the Adult Detention Facility. At RVJDC, juvenile health assessments shall be completed within seven (7) days after arrival at the facility.

The health appraisal shall include the following, according to NCCHC and ACA standards:

- Review of the receiving screening;
- Complete history and physical examination;
- Recording of vital signs – pulse, temperature, height, and weight;
- Mental health screening;
- Dental screening;
- Vision and hearing screening;
- Laboratory tests and other diagnostic tests as clinically appropriate;
- Review of the results of the health appraisal by a physician;
- Initiation of therapy, when appropriate.

Immunization records of juveniles shall be obtained and updated as clinically indicated. Adult inmates and juvenile detainees shall be given Tetanus, Hepatitis A and B and Flu vaccines when indicated.

The Successful Bidder is encouraged to work collaboratively with the Will County Health Department for all STD and HIV testing, communicable disease testing and follow up care. The successful bidder will also work with the Will County Health Department for the juvenile detainees at the RVJDC and participate in the State Vaccine Program. The Successful Bidder shall be responsible for the maintenance of all statistics relating to these programs.

XI.5 PERIODIC HEALTH APPRAISALS

The Successful Bidder shall conduct annual physicals on all inmates/juvenile detainees that have been incarcerated at the facility for over one year as required by national standards. *The* vendor shall describe the protocol or narrative defining the extent of the health assessment. An electronic log shall be maintained of annual PPD's and their results.

XI.6 SICK CALL

The Successful Bidder shall conduct sick call according to NCCHC and ACA standards for jail and juvenile facilities. The sick call clinics shall be conducted by a nurse, mid-level practitioner or physician, according to standard requirements and the size of the population. All inmates and juvenile detainees are to be seen at sick call (not triage) within 24 hours (72 hours for weekends or holidays) of their submission of a request for health services. Referrals to physicians or mid-level practitioners shall occur within 7 days of the adult inmate/juvenile detainee's initial sick call request. If the inmate has been seen three times for the same complaint, the inmate shall be referred to the next available MD/ARNP clinic within 72 hours. Health care encounters shall be conducted in a setting that respects the privacy of the adult inmate/juvenile detainee.

XI.7 SICK CALL/SEGREGATION UNIT

Daily sick call, shall be conducted in the segregation units with assessments to be done by the
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ursing staff and appropriate follow-up care to be provided. Segregation rounds shall be conducted in accordance with all applicable NCCHC AND ACA standards

XI.8 PATIENT REFERRALS

Referrals shall be scheduled to primary care physicians according to clinical priority. A physician shall see non-urgent sick call requests within seven (7) days from the inmate/juvenile detainee's original request.

DETOXIFICATION

The Successful Bidder shall be responsible for the detoxification of inmates and juvenile detainees withdrawing from drugs or alcohol under physician supervision, and in accordance with legal requirements and applicable accreditation and medical standards. Inmates or juveniles experiencing severe detoxification (overdose) or withdrawal shall be transferred to a licensed acute care facility for clearance or medical management . Physicians shall be contacted to obtain patient-specific detoxification orders. Individuals at risk for progression to more severe levels of detoxification or withdrawal are kept under constant observation as medically indicated.

XI.9 HOSPITAL CARE

The Successful Bidder shall obtain routine outpatient/inpatient services from local community hospitals to meet the health care requirements of the inmate/juvenile detainee. When outside hospitalization is required, the Successful Bidder shall coordinate with the security staff in arranging transportation and correctional officer/juvenile detention specialist coverage. The Successful Bidder is responsible for utilization review to include pre-approvals, case management, and discharge planning.

There is a state statute, (730 ILCS 125/17) in Illinois that hospitals cannot charge more than the Medicaid rate. Successful Bidders are required to review the medical bills and ensure the proper application of this statute in all off-site billing. There are no secure units at any of the medical hospitals. Statistics regarding service utilization are appended to this proposal

Medicaid rates established by the Successful Bidder are also made available to the Sheriff and Chief Judge for those adult inmates/juvenile detainees whose charges exceed the established catastrophic limit. This provision should be included in any contract language that the Successful Bidder has with the Hospital.

According to the Public Health Act 094-0494 Section 17 enacted on August 8, 2005

The County Board of a County may adopt an ordinance or resolution providing for reimbursement for the cost of medical services at the Department of Public Aid's rate for medical assistance. To the extent that such person is reasonably able to pay for such care, including reimbursement from any insurance program or from other medical benefit programs available to such person, he or she shall reimburse the County or arresting authority. If such a person has already been determined eligible for medical assistance under the Illinois Public Aid Code at the time that the person is initially detained pending trial, the cost of such services to the extent that such cost exceeds \$500 shall be reimbursed by the Department of Public Aid under that code. A reimbursement under any public or private program shall be paid to the County or the arresting authority to the same extent as would have been obtained in the free world had the services been rendered in a non-custodial environment.

....all such fees collected shall be deposited to the County in a fund to be established and known as the Arrestee's Medical Costs Fund. Moneys of the Fund shall be used for reimbursement of costs for medical expenses relating to the arrestee while he or she is in the custody of the Sheriff and administration of the Fund.

The Successful Bidder shall establish a system for both RVJDC and WCADF to bill insurance carriers for adult inmates or juvenile detainees that are eligible for insurance or medical assistance. Such funds will be returned to the County of Will as is applicable and will not be included in the catastrophic CAP aggregate.

XI.10 SPECIALTY CARE AND REFERRALS Successful Bidder shall make referral arrangements with medical specialists for the treatment of those inmates/juvenile detainees with health care problems, which may extend beyond the primary care services provided on-site. All outside specialty medical or dental (such as oral surgery or periodontal care) referrals shall be coordinated with the Sheriff for security arrangements.

Successful Bidders shall list which clinics will operate on site, and describe a plan to operate the on-site specialty clinics at the Jail as much as possible given the volume of care Bidder shall identify in their staffing plan the specialty clinics, and frequency to be conducted on-site.

Describe plan to accommodate dialysis treatment for any inmate needing dialysis during the course of the contract, on site. The total costs for dialysis will go toward the aggregate cap for offsite

The Successful Bidder shall be responsible for all supplies used or ordered by the specialist, including recommended prosthetics, braces, special prosthetic or orthotic shoes **or any shoes ordered by the medical provider**, glasses (contact lenses are not authorized unless glasses are not effective to provide for corrected vision), dentures and partials (if clinically necessary to provide for sufficient mastication to ensure the ability to chew to eat, to provide for appropriate nutrition), hearing aids, orthopedic devices, etc. The Bidder shall establish policies and procedures for the provision of prosthetics, regarding frequency and eligibility etc.

All specialists shall be Board Certified or eligible in their respective specialty. Any utilization review process developed by the Bidder for approval of outside consultations or inpatient care shall be completed within five (5) business days of the ordering physician's request. If services are NOT authorized, then an alternative treatment plan must be determined and followed, according to the provider's treatment plan. The MAC Committee shall review off-site referrals for specialty care and the Successful Bidder's Utilization Management process as well as the concurrent review of hospitalizations and retrospective review of hospitalizations to ensure compliance of the Successful Bidder with the terms of the contract.

The Successful Bidder shall develop protocols for pre-natal care, according to accepted pre-natal guidelines.

Prenatal care shall include:

- Routine urine testing for proteins and ketones;
- Vital signs and weight
- Assessment of fundal height and heart tone;
- Dietary-ordered meals and supplements as indicated;
- Pre-natal vitamins and/or any other necessary medications as clinically indicated;
- Observation for signs of toxemia.
- Management of chemically addicted pregnant females

XI.11 CHRONIC CARE PATIENTS

The Successful Bidder shall develop and implement a program for chronic care adult inmates/juvenile detainees in accordance with NCCHC guidelines. The chronic care provided shall entail the development of an individual treatment plan by the responsible physician specifying instructions on diet, medication, patient education and instruction for self-care, diagnostic testing, discharge planning, and medication follow-up and aftercare planning upon release. Chronic care patients shall be provided a review by a physician minimally every three months or more often, based upon clinical impression and treatment plan. Chronic care shall include medical conditions such as diabetes, asthma, epilepsy, hypertension, cardiac disease as well as mental health conditions and infectious disease conditions including HIV and Hepatitis management. It is recommended that the Successful Bidder utilize flow sheets to document chronic care programs for elements such as the monitoring of blood pressure, peak flow, Hemoglobin A1c, other lab levels as indicated, girth and weights, CD4 counts, viral loads, and other critical indicators, for ease of monitoring and review by the physician at the time of the chronic care encounter. The Successful Bidder shall utilize established clinical guidelines for chronic care and mental illness.

XI.12 HIV/STD TESTING AND CARE

The Successful Bidder will work collaboratively with the Will County Health Dept for all HIV, STD, and communicable disease testing, care and follow up initiatives.

XI.13 EMERGENCY CARE

The Successful Bidder shall provide emergency medical services on-site 24 hours per day, seven days per week. Arrangements must be made for required emergency services beyond on-site capabilities with appropriate community and hospital resources. The Successful Bidder shall be responsible for all emergency transportation including ambulance services. The Successful Bidder shall be responsible for providing emergency treatment to visitors, staff, employees, or subcontractors of the Sheriff and the Chief Judge who become ill or are injured while on the premises. Treatment shall consist of stabilization and referral to a personal physician (in the event of visitors or staff) or local hospital. The Medical Director, Health Administrator, and Psychiatrist shall be on-call 24 hours per day or make alternative arrangements for back-up.

Adult Inmates/juvenile detainees returning from in-patient hospital or specialty clinic visits are to be seen, and provider documentation reviewed by the MD/PA/NP staff immediately upon return to the facility and prior to disposition within the facility, The examination including follow-up orders must be documented in the adult inmate/juvenile detainee medical record.

The physician shall be on-call to return to the facility for complaints that might require off-site services.

XI.14 DENTAL CARE

The Successful Bidder shall provide the following dental services:

- Dental screening within fourteen (14) days of booking;
- For the RVJDC, an oral exam is to be conducted within 7 days of admission; a dental exam by an Illinois-licensed dentist is required within 60 days of admission;
- Dental treatment which includes restorative treatment such as fillings, and extractions provided upon clinical indications
- Prevention of dental disease and oral hygiene education;
- Referral to a dental specialist if needed such as oral surgeon, orthodontist, or periodontist;

- Provision for emergency care;
- Provision of all dental prosthetics, including removable partials and full dentures if the inmate is unable to masticate sufficiently to eat, and dental lab services; and
- Provision of maxillofacial oral surgery services when indicated.

There is an on-site dental operator at the WCADF. There is no on-site dental service provided at the RVJDC. The Successful Bidder will be responsible for the cost of maintenance of existing equipment, additional or replacement dental equipment. The Successful Bidder is required to perform 60-day dental examinations on youth at RVJDC.

NOTE: If an adult inmate or juvenile detainee enters either facility with orthodontic appliances in place, it is the Successful Bidder's responsibility to maintain the orthodontic appliances during confinement. If it is clinically necessary, the inmate or juvenile detainee will be returned to the orthodontist that applied the orthodontic appliance for indicated treatment during incarceration, on a case-by-case basis, approved by the Sheriff or Chief Judge, with transportation arrangements made through the Warden or Superintendent.

XI.15 ANCILLARY SERVICES

The Successful Bidder shall utilize on-site facility staff to provide ancillary services to their fullest extent and shall be responsible for the cost of all on-site and off-site laboratory, x-ray, and other diagnostic services as required and indicated by NCCHC, ACA and PREA standards. The Successful Bidder shall be responsible for phlebotomy, x-ray, and EKG services. Bidder shall be responsible to obtain all waivers and licenses and x-ray inspections of dental and x-ray equipment. Ancillary services **shall not be** included in the aggregate catastrophic limits.

Phlebotomy services will occur on-site at both WCADF and RVJDC. A physician shall review all laboratory results on his next scheduled visit to assess the follow-up care indicated and to screen for discrepancies between the clinical observations and laboratory results and shall include physician sign-off for results reporting. The physician on-call shall be notified immediately of all STAT reports and abnormal laboratory results.

All routine x-rays shall be provided on-site at the facility by utilizing mobile x-ray services. X-rays shall only be taken by a registered radiologic technician, and read by a Board Certified Radiologist. The Successful Bidder shall ensure that results are reported to the institution within twenty-four hours. The physician on-call shall be notified immediately of all STAT reports and critically abnormal radiology results.

EKG examination/services will be provided on-site with a computerized phonogram and include cardiology over-read services as a component of the contract service. All supplies and charges will be borne by the Successful Bidder. EKG services are not required to be provided at RVJDC although the Successful Bidder may provide said services at his option.

Vendor shall be responsible for working with the adult and juvenile administration in arranging the necessary services offsite including invasive x-ray procedures, EEG, MRI, CT Scans etc.

XI.16 THERAPEUTIC DIET PROGRAM AND CLEARANCE FOR FOOD SERVICE WORKERS

The Successful Bidder shall monitor and make recommendations for inmates/juvenile detainees with regard to therapeutic diets including pre-natal diets, diabetic diets, renal diets, when applicable, and others as indicated. When ordering therapeutic diets, the physician or midlevel practitioner shall coordinate with the registered and licensed dietitian maintained by the food

service system to ensure the continuity of care for those patients who require modified diets for medical and chronic care maintenance.

The Successful Bidder shall be required to medically clear inmate food service workers in accordance with Illinois State standards and statutes. The Successful Bidder shall provide adequate training to food service staff in the daily monitoring of food service staff and workers for communicable disease.

XI.17 PHARMACY SERVICES

The Successful Bidder shall describe how they will provide pharmaceutical services for prescription and non-prescription medications/over-the-counter (OTC) and all intravenous solutions ordered by the physicians, mid-level practitioners, and dentists. Pharmaceuticals shall be available within a timely manner of the order being written.

Medications are administered by nursing staff. Medications limited to inhalers, nitroglycerin tablets, and topical medications and ointments may be provided directly to the inmate as KOP.

The Successful Bidder shall make provisions for on-site delivery **seven** days per week, on-site STAT dose capability for emergencies, and an emergency drug kit with a limited supply of medications, which are spelled out in advance, by the name of the drug and the quantity available, with a perpetual inventory, and approved by the pharmacy and the Medical Director. Successful Bidder shall provide, furnish, and supply pharmaceuticals **including psychotropic medications** to the Institution using a "modified unit dose method of packaging" which is properly labeled. A blister pack method of packaging meets the modified unit dose method of packaging description. The Bidder shall establish a contract with a local pharmacy for emergency medication or for medications unable to be delivered within the eight hour time stipulation

The Successful Bidder may maintain on hand a small stock supply of medications that are ordered frequently; however, this list of medications must be approved by the pharmacy provider, pharmacy consultant, and the Medical Director, and must be in compliance with Illinois law. The facility nursing staff shall maintain a perpetual inventory, accurate records and have total accountability for these medications.

The Successful Bidder shall provide oversight of the pharmacy operation with a minimum of quarterly documented pharmacy consultant visits and written reviews by a registered pharmacist. These reviews shall include any corrective action and follow-up necessary and shall be documented from one visit to the next to ensure that preventive measures are taken.

The Successful Bidder shall develop a therapeutic formulary. The formulary shall include a non-formulary process to ensure that providers have a mechanism to access medications, which they feel are therapeutically essential to the patient. The Successful Bidder shall conduct quarterly pharmacy and therapeutic (P&T) committee meetings.

The Successful Bidder shall include an electronic medication administration record to include all information contained on the prescription label and the name of the practitioner who prescribed the medication. Documentation shall also be provided when a medication was ordered and not given and the reason the medication was not given. The pharmacy utilized will have pre-printed MARS each month with labels to be added for additional medications ordered. An electronic ordering system is necessary and shall be phased-in within 90 days of start-up, if not immediately available at the WCADF and the RVJDC.

Psychotropic medication will be used where appropriate to treat mental illness. To maximize the effectiveness of pharmacotherapy and to reduce the toxicity and side effects of medication, an

intensive program of drug monitoring shall exist. Due to the short length of stay for the juvenile population, psychotropic medications shall not be changed upon admission without significant clinical justification.

Prior to the prescription of psychotropic medication, inmates/juveniles will be informed by a member of the mental health staff, preferably directly by the prescribing psychiatrist, about the risks and benefits of taking such medication, in accordance with applicable standards of care, which should include the signature indicating consent. All female inmates/juveniles will be so informed by a member of the mental health staff, preferably directly by the prescribing psychiatrist, about the risks of taking such medication while pregnant. A pregnancy test will be provided prior to the prescription of psychotropic medication to female inmates wishing such a test, if such a test has not already been provided at intake. Parental Consent shall be obtained prior to the prescription of any new psychotropic medication to a minor patient in accordance with Illinois law.

All patients placed on medication will be evaluated for necessary side effects (AIMS) and blood level monitoring for signs of toxicity and other blood testing as clinically indicated. Blood pressure will be regularly checked, and other medical indicators such as cholesterol, weight, etc., and drug levels monitored where appropriate with documentation of this information to be placed routinely in the inmate's medical record.

Juveniles that are discharged shall be provided with a minimum of three-day supply (30-day supply preferred) or prescription for continuation of psychotropic, chronic care or infectious disease medications.

XI.18 MENTAL HEALTH PROGRAM MANAGEMENT PLAN

Mental health services include access to the respective computer networks in order to facilitate the necessary exchange of medical records and communications to ensure continuity of patient care as authorized by Section 740 ILCS 110/9.2.

Will County participates voluntarily in the Department of Human Services, Division of Mental Health, Jail Data Link project, whereby information regarding discharging inmates and their ongoing mental health needs and services is entered into a database, which is accessible by clinicians in community-based mental health organizations for the purposes of continuity of care. The project is useful to alert WCADF staff of when an inmate is admitted who has previously received community based mental health services from an organization and what services have been delivered to the individual. Previous treatment records are included and may consist of diagnoses, prior suicide attempts, allergies, medical conditions, prescription medications including psychotropic's, etc. staff, prescribing of psychotropic medications, patient education, medication monitoring, discharge planning and coordination of care for release, and participation in peer review and CQI activities.

The Bidder shall enter into a Memorandum of Understanding with the Will County Health Department to facilitate collaboration in the delivery of mental health services to the WCADF and RVJDC populations.

The WCADF and RVJDC enjoy an ongoing collaborative working relationship with the Will County Health Department for the delivery of mental health services. Should the Health Department lose funding for such services or these services somehow be interrupted, the WCADF and RVJDC reserve the right to negotiate with the Successful Bidder for the addition of any mental health services, which may become necessary. Although such a change is not anticipated, Will County reserves the right to negotiate with the Successful Bidder for any changes in services to the contract agreement for the addition or deletion of services, including the addition of mental health services, should these become necessary

Mental health services through the Will County Health Department, Behavioral Health Program include behavioral health assessments, segregation rounds, contact with security. Bidders shall provide a description of the collaborative plan with the Will County Health Department to provide mental health services for both the WCADF and the RVJDC. The mental health program shall be in compliance with ACA, NCCHC Illinois Jail and Juvenile Detention Standards.

Bidders shall also fully describe a comprehensive mental health program that is in compliance with all applicable NCCHC, ACA, and PREA standards as part of their proposal, and delivered by said vendor.

XI.19 CONSENT FOR MEDICAL/ MENTAL HEALTH TREATMENT

The Successful Bidder shall provide informed consent in compliance with the laws, rules and regulations in the jurisdiction of Will County and the State of Illinois. The language on the consent must be comprehensible by the adult inmates/juvenile detainees. In the case of minors, the informed consent of a parent, guardian or legal custodian applies when required by law; however, the Superintendent is authorized to allow consent. When health care is rendered against a patient's will, it must be in conformance with state and federal laws and regulations. If care is refused, a refusal form is required. If there is concern regarding the decision making capability of the inmate/juvenile detainee an evaluation shall be done especially if the refusal is for critical or emergency care. Individuals designated by the inmate/juvenile detainee shall be notified, as soon as possible in the case of serious illness, injury or death unless security reasons dictate otherwise. If possible, permission form notification is obtained from the inmate/youth.

XI.20 SUICIDE PREVENTION

The Successful Bidder's health staff is required to participate in the administration of the jail's and juvenile detention center's suicide prevention plan. The Bidder's proposal shall include a description of the Bidder's approach and methodologies related to the identification and prevention of suicidal and other self-injurious behaviors and the cooperation of the health staff with the mental health staff and with the WCADF and RVJDC staff. The overall program for suicide prevention shall include:

- Identification
- Training
- Assessment
- Monitoring
- Housing
- Intervention
- Notification
- Reporting
- Review
- Critical Incident Debriefing

XI.21 MEDICATION EDUCATION

The Successful Bidder shall be required to provide a program for medication education and information to inmates and juvenile detainees receiving psychotropic medications. Such educational services can include medication education groups, direct instruction by nursing staff, and distribution of printed literature, appropriate to the literacy level, age and language spoken of the patient population.

XI.22 MENTAL HEALTH SCREENING AND ASSESSMENT

Inmates and juvenile detainees entering the WCADF or RVJDC must be screened for mental illness at intake according to the standards set forth by the National Commission on Correctional Health Care (NCCHC). The Bidder must describe its proposed methods for conducting initial intake screens by nursing and follow-up mental health assessments/

referrals for newly admitted adult inmates and juvenile detainees. The description shall indicate the nursing personnel to administer the screenings and referrals for assessments by mental health clinicians and the timeframes for completion, disposition of inmates/juvenile detainees with mental illness warranting treatment.

Mental Health services shall involve a collaborative effort amongst the Successful Bidder, and the staff of the facility and shall include: a mental health screening within fourteen (14) days of the adult inmates' or juvenile detainees' incarceration that addresses at a minimum:

- History of psychiatric treatment and outpatient treatment;
- Current psychotropic medication;
- Suicidal indication and history of suicidal behavior;
- Drug and alcohol usage;
- History of sex offenses;
- History of expressively violent behavior;
- History of victimization due to criminal violence;
- History of cerebral trauma or seizures;
- Emotional response to incarceration.

XI.23 MENTAL HEALTH REFERRAL PLAN

The Bidder must provide a description of the proposed mechanism for receiving and processing referrals of inmates/juvenile detainees for mental health services for the WCADF and RVJDC. The description shall include documentation procedures and indicate the method for self-referral by inmates/juvenile detainees as well as referrals by medical, security, administrative staff, family members, lawyers or advocates of and for adult inmates and juvenile detainees.

XI.24 CRISIS MANAGEMENT PLAN

The Bidder shall describe its plan and procedures for responding to mental health related emergencies, including the placement and observation of adult inmates or juvenile detainees in close observation cells, and release or status downgrade of inmates/juvenile detainees from any special observation or watch status including close or constant observation. Procedures for transfer shall conform with federal, state and local law. When isolated for psychiatric purposes, inmates/juvenile detainees shall be examined by a physician or designee in accordance with NCCHC and ACA standards. Medical/nursing services must continue to provide observation and follow-up care and treatment during the time that an inmate/juvenile detainee is held in medical confinement in accordance with the suicide prevention plan as approved by the medical and mental health authority, in conjunction with the NCCHC, ACA and Illinois Jail and Juvenile Detention Standards.

XI.25 REPORTING REQUIREMENTS

The Successful Bidder will be required to collaborate with the Will County Health Department, Behavioral Health Program staff, to gather the appropriate statistics to submit a monthly statistical report to the Warden and Superintendent or their designee at the WCADF and RVJDC regarding the mental health program. The report shall include caseload statistics, staffing patterns, a summary of services rendered by service type, number of inmates/juvenile detainees on psychotropic medications, and statistics regarding suicidal and other self-injurious behaviors.

XI.26 THERAPEUTIC RESTRAINTS AND THERAPEUTIC SECLUSION

The Successful Bidder shall devise a policy, in cooperation with the mental health provider, for the use of restraints used for therapeutic reasons, which addresses the type of restraint used, when, where, how long and monitoring procedures. A psychiatrist shall authorize use of restraints only as permitted by State law.

XI .27 FORCED PSYCHOTROPIC MEDICATION

The Successful Bidder shall develop policies for the use of forced psychotropic medications that are congruent with NCCHC/ACA standards, and state statutes.

XI .28 CHRONIC CARE MENTAL HEALTH PATIENTS

The Successful Bidder shall work collaboratively with the mental health provider to ensure that inmates/juvenile detainees with chronic mental health problems shall be seen by a MH Clinician or a psychiatrist every thirty (30) days or sooner as their clinical condition dictates. Individual treatment plans shall be developed and updated as clinically indicated by the mental health provider.

XI.29 SEXUAL ASSAULT/PRISON RAPE ELIMINATION ACT (PREA)

The Successful Bidder shall work cooperatively with the Warden and the Superintendent at the WCADF and the RVJDC, upon admission to screen for inmates and juvenile detainees at risk for sexual assault during incarceration.

Any adult inmate/juvenile detainee that is identified upon admission by nursing staff, as potentially at risk for sexual assault due to the various risk factors identified by PREA, will be referred to the Warden/Superintendent or designee for classification consideration as appropriate. Including, anyone with a significant history of victimization, physical or sexual abuse, or who is otherwise identified as having a trauma history. Such adult inmates/juvenile detainees shall be referred to a mental health professional for assessment as well.

All inmates/juvenile detainees identified at intake as high risk with a history of sexually assaultive or predatory behavior, whether by offense or prior behavior during confinement, shall be referred to and assessed by a mental health professional. Detainees with a history of sexually assaultive behavior shall be identified, monitored and counseled, which may include housing in a single cell environment if feasible.

During confinement, individuals who are identified as potential victims of sexual assault/who claim to have been assaulted during incarceration shall be referred, under appropriate security provisions, to an appropriate community agency for sexual assault treatment/trauma intervention, including mental health services, and gathering of specimen collection for criminal evidence. Provisions shall be made for testing for STD and for mental health counseling of the victim. A report shall be made to the facility administrator to assure separation of the victim from his/her alleged assailant and information shall be referred for possible criminal prosecution. All policies and procedures shall conform to the Prison Rape Elimination Act (PREA).

XI.30 DISCHARGE PLANNING AND CONTINUITY OF CARE

Bidder shall describe a reintegration plan of inmates upon release. Will County Health Department, Behavioral Health Program, mental health staff shall coordinate referrals of mental health patients into community agencies upon their release from the jail and the Successful
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Bidder shall collaborate with the mental health provider regarding the continuity of care for all psychotropic medications. For RVJDC a 30-day supply is preferred. For WCADF a prescription of psychotropic medication, to be sent with an inmate when they are released from custody.

Juvenile detainees being released from RVJDC shall be referred to the care and custody of the parent or guardian with instructions for follow-up treatment and with relevant mental health information provided for continuity of care

XI.31 HEALTH EDUCATION OF INMATES/JUVENILES

The Successful Bidder shall develop and describe an inmate/juvenile health education program that is compliant with all applicable standards.

XI.32 TRANSFER OF MEDICAL INFORMATION

All inmate/juvenile transfers received from other County agencies or transferred from the WCADF or RVJDC shall be screened by medical personnel within four (4) hours of the transfer.

The Successful Bidder shall develop a procedure for the transfer of pertinent medical information to emergency facilities and outside specialty consultants and for inmates/juveniles that are transferred to the State prisons or other detention institutions. Detailed summaries of medical and mental health care shall be sent to receiving jails, juvenile detention facilities and prisons when inmates/ juveniles are transferred to these institutions.

XI .33 MEDICAL RECORDS

The Successful Bidder shall be required to maintain an electronic medical record system. The current vendor has an Electronic Medical Record system in place, ERMA. The bidder must describe in detail their option below and comply with one of the below options:

- 1) Enter into a contractual arrangement with the current vendor to continue using ERMA. This option will require that the Successful Bidder obtain and maintain a separate DSL line to the WCADF. The current vendor has a demographic interface to receive data from the WCADF Jail Management System (JMS). The Successful Bidder may discuss with interface with the current provider. The Successful Bidder will be responsible for all software and maintenance costs.
- 2) The Successful Bidder shall provide their own Electronic Medical record system within 90 days of contract start up. The Successful Bidder will be required to convert existing inmate data from ERMA into their system. The Will County Sheriff's Office will provide sufficient space in their server room for a maximum of two blade servers and SAN, for a local Electronic Medical Record system. The Successful Bidder must agree to abide by all Sheriff's Department IT policies with regard to security, virus protection, and control access.

Any costs for this system should be separate and apart from the cost proposal for inmate health services. Submitted plans must address hardware, software, technical support, and ownership at the termination of the contract period. Describe how the program will achieve the above, and break out:

List annual licensing fees
Annual support costs
Start up costs
Annual training costs

The Successful Bidder will provide and maintain all required computer hardware for their Electronic Medical Record system. This shall include, but not be limited to, servers, workstations, printers, and scanners. The Successful Bidder will be responsible for all costs related to interfaces between the JMS and their Electronic Medical Record system, as well as interfaces between their EMR and the necessary interfaces it requires to carry out their contractual responsibilities for the life of the contract.

The Successful Bidder will be required to populate the JMS with data designated by the WCADF administration as necessary to provide efficient and safe operation of the jail facility. The Successful Bidder shall agree to either have medical staff enter data into the JMS or implement an interface to populate data in the JMS. Examples include, but are not limited to, special diets, security safety warnings, inmate clinic schedules, inmate hospital schedules, required screening forms. The Successful Bidder is responsible for all associated interface costs for their Electronic Records System as well as the JMS. The current vendor for the JMS is New World Systems.

Bidder recognizes and agrees that all inmate related data contained in the Electronic Medical Record System shall be the property of the Will County Sheriff's Office. Should this contract terminate the data shall be made available to the Will County Sheriff's Office in a format acceptable by the Sheriff's IT staff. Further, the data shall be fully documented as to allow Sheriff's IT staff facilitates conversion to another system.

For the RVJDC, the development of an EMR, would be a stand-alone system due to the size, limited access to juvenile information due to the confidentiality restrictions and the upcoming changes in the Juvenile Management System currently in place.

Records shall ensure that accurate, comprehensible, legible, up-to-date medical information is maintained on each adult inmate/juvenile detainee under its care. Medical records shall be considered confidential. The Successful Bidder shall ensure specific compliance with standards regarding confidentiality, informed consent, and access/disclosure. The Superintendent is authorized to provide consent for treatment for the juveniles. The Health Information Portability and Accountability Act (HIPAA) standards shall be adhered to with regard to privacy and confidentiality. Procedures shall be instituted for the receipt and filing/scanning into the electronic record of all outside consults, emergency room visits and inpatient hospitalizations from third parties. A problem-oriented medical record system shall be utilized to document chart entries. Problem lists are expected to be completed by all staff for electronic entries, all providers must be authorized by the Successful Bidder for chart entry, for the appropriate level of security and access.

The medical records are the property of the Sheriff/WCADF and the Chief Judge/RVJDC and remain the property of the Sheriff/WCADF and the Chief Judge/RVJDF upon contract termination regardless of electronic record maintenance. The records are to be maintained on site, for a three- (3) year period and retained in accordance with the Records Retention and Disposition Schedule, as provided by State Statute. Off-site storage will be the fiscal and operational responsibility of the Successful Bidder.

In the event of a transition of Health Care Providers, the successor shall ensure the continuity of patient care in the transition through an electronic transition of medical records.

Any clearance information that cannot be determined shall be repeated. Upon location of the missing record and after a duplicate file has been created, the two (2) files shall be joined/electronically merged to form one electronic file.

XI.34 INFECTIOUS WASTE DISPOSAL

The Successful Bidder shall make provision for collection, storage, and removal of biomedical waste and sharps containers in accordance with State and Federal rules and regulations. The Successful Bidder shall be responsible for the cost of removal and disposal of all biohazard waste, including all necessary supplies. Until such time as biomedical waste is removed from the facility, the Successful Bidder is responsible for the proper and secure storage of the waste in a proper area to prevent cross-contamination or access by unauthorized personnel or adult inmates/juvenile detainees.

XI.35 SUPPLIES AND EQUIPMENT

The Successful Bidder is responsible for the cost of all additional supplies and equipment needed to provide health care. The Successful Bidder shall be responsible for the repair or maintenance of existing medical and dental equipment. The Successful Bidder is responsible for obtaining all certifications and inspections required on the equipment. The Successful Bidder may install (subject to written authorization from the Sheriff/Warden or the Chief Judge/Superintendent, as is relevant) any new equipment it deems necessary. The Successful Bidder shall consult with the Sheriff/Warden or Chief Judge/Superintendent, as is relevant, regarding the disposition of any County owned equipment. Any equipment installed may be taken by the Successful Bidder within 30 days after the expiration of the contract unless the Sheriff or the Chief Judge agrees to the purchase of the equipment. If the contract is terminated for cause, then the equipment shall remain in place until the medical unit is operational by another vendor or the Sheriff and Chief Judge for a term not to exceed ninety (90) days.

File cabinets, desks, chairs etc. that are currently on-site will remain in the medical unit. Those items will remain the property of the Sheriff and Chief Judge at the termination of the contract. The Successful Bidder is responsible for all fax machines, computers, printers and other office equipment that it deems necessary to fulfill the terms of this contract. Equipment purchased by the Successful Bidder shall remain the property of the Successful Bidder, except as otherwise set forth herein.

The Successful Bidder shall be responsible for procuring and stocking all medical, laboratory and pharmaceutical supplies for the routine and specialty care of all adult inmates and juvenile detainees. All remaining supplies shall be converted to WCADF to RVJDC inventory at the termination of the contract. The Successful Bidder shall be responsible for all telephone, fax lines and photocopying fees and machines relating to its ability to perform services in this proposal.

The Successful Bidder shall be responsible to provide, stock and check first aid kits on a monthly basis. The number and location of the kits will be mutually agreed upon between the Successful Bidder and the administrator of each facility.

XI.36 INSTITUTIONAL RESPONSIBILITIES

The Sheriff and the Chief Judge shall provide the Successful Bidder with office space, examination rooms, and utilities, (except for long-distance phone lines and services). The Successful Bidder shall be responsible for special line charges relating to facsimile equipment or provisions for the installation of computers such as T1 lines or other specialized services or videoconferencing equipment, etc.

The Sheriff and Chief Judge, as is applicable, shall provide security staff for off-site supervision and transportation of adult inmates/juvenile detainees for medical services. The Sheriff or the Chief Judge, as is applicable, shall provide security services in the clinic for medical personnel. Will County shall provide housekeeping and cleaning supplies, and laundry services.

XI .37 DISASTER PLAN

The Successful Bidder shall develop procedures for a disaster plan in the event of a man-made or natural disaster in accordance with applicable standards. It shall be coordinated with the security plan and incorporated into the institution's overall emergency plan and made known to all relevant Successful Bidder and Will County personnel. Review of the health aspects of the disaster plan shall be part of the initial orientation of the Successful Bidder and Will County personnel and drilled annually with all health care staff. A critique of the disaster drill and man-down drills shall be performed at each facility on an annual basis. Correctional health care personnel shall be trained to respond to emergencies within a four-minute response time.

XI .38 RESEARCH

No research projects involving inmates or juvenile detainees.

XII: PROGRAM SUPPORT SERVICES

In addition to providing on-site, off-site and personnel services, the Successful Bidder shall also be expected to provide professional management services to support the medical and dental program. These additional program support services are as follows:

XIII.1 CONTINUOUS QUALITY IMPROVEMENT COMMITTEE

The Successful Bidder shall institute a Continuous Quality Improvement (CQI) Committee that shall monitor the comprehensive health services provided. Discussions shall include committee membership, frequency of meetings, thresholds for evaluation, collection of data, study design, issues to include high risk, high cost, high frequency, problem-prone, grievances, corrective action plans, communication of results, re-evaluation of problems or concerns to determine if corrective actions have been achieved, incorporating findings into the organizations' internal training and education program, maintaining appropriate entries of internal review activities, issuing a quarterly report to the health and facility administrator regarding internal review activities and records of internal review activities that comply with legal requirements on confidentiality of records

XIII.2 MEDICAL AUDIT COMMITTEE

The program shall also include regular chart review by physicians of both outpatient and inpatient medical records and peer review activities. Chart review deliberations and actions taken as a result of reviews shall be documented according to quality improvement guidelines to maintain protected health information and patient confidentiality.

XIII.3 PEER REVIEW

An annual peer review program shall be in place for all doctoral level providers, including physicians, psychiatrists, mid level providers, psychologists and dentists.

XIII.4 INFECTION CONTROL

An infection control program shall be implemented by the Successful Bidder that includes concurrent surveillance of patients and staff, preventive techniques, and treatment and reporting of infections in accordance with local and state laws. The program shall be in compliance with CDC guidelines and OSHA regulations and shall include issues specific to institutional settings such as MRSA, ILI, TB and other surveillance related to infection controlled within a confined environment such as corrections.

XIII.5 ADULT INMATE/JUVENILE DETAINEE GRIEVANCES/COMPLAINTS

The Bidder shall specify the policies and procedures to be followed in dealing with adult inmate/juvenile detainee complaints regarding any aspect of the health care delivery system. The Successful Bidder shall maintain monthly statistics of all grievances filed. Grievance procedures shall be in accordance with Sheriff and Chief Judge policies, as is applicable. All formal grievances shall be responded to in writing within fifteen days (15) business days of receipt of the grievance, and reviewed at the MAC meeting.

XIII.6 POLICY AND PROCEDURES

The Successful Bidder shall be responsible for the development, maintenance, and annual review of health care administrative and operational policies and procedures. The policies and procedures shall be designed to meet NCCHC, ACA, PREA and Illinois State Statutes. Policies shall also be congruent with current Illinois Jail and Juvenile Detention Standards requirements for County Jails and Juvenile Detention Facilities. The policies shall be site-specific for each facility. The policies shall be signed annually by the Medical Director, Health Administrator, and Facility Administrator.

XIII.7 UTILIZATION MANAGEMENT (UM)

The Successful Bidder shall establish a utilization management program for the review and analysis of the prospective utilization of off-site referrals including subspecialty and concurrent case management of inpatient stays as well as retrospective utilization review by chart audit of inpatient admissions. The program shall include non-urgent hospitalization over an established dollar amount, pre-certification of admissions, urgent hospital certification, concurrent review for inpatient stays, prospective denial, discharge planning, and prior authorization of targeted procedures, e.g., MRI and CAT scans, for example. The Utilization Management program shall demonstrate that the use of outside specialty service has been appropriate (medically indicated) and that the length of stay (if applicable) is neither longer *nor shorter* than medically indicated.

Include any innovative programs where your company had documented, verifiable success in managing and reducing offsite costs.

XIII.8 STRATEGIC PLANNING AND CONSULTATION

The Bidder shall indicate its capability for strategic operational planning and medical and administrative consultation. The Successful Bidder shall be involved in the planning and programming for any facility renovation or expansion. The Successful Bidder shall assign a member of its staff to attend any relevant meetings pertaining to any facility construction or expansion/renovation and subsequent transition, if applicable.

XIII.9 CREDENTIALING

The Bidder shall describe its credentialing procedures for professional staff employed at the facility. Copies of all current nursing, physician, and mid level's licenses shall be kept on-file in the health service administrator's office. All physicians shall be verified through the National Physician's Data Bank.

XIII.10 RISK MANAGEMENT AND MORTALITY REVIEW

The Bidder shall indicate its risk management plan and discuss its procedures for dealing with critical or sentinel events/incidents. The Successful Bidder shall be responsible for establishing and providing evidence of a formal mortality/morbidity review process. The Will County State's Attorney, Risk Manager or designee shall be included in any mortality/morbidity review. The Successful Bidder shall not settle adult inmate/juvenile detainee healthcare litigation without first contacting the Will County State's Attorney.

XIII.11 PHARMACY AND THERAPEUTICS

The Successful Bidder shall implement a Pharmacy and Therapeutics (P&T) Committee, which shall be responsible for adding and deleting formulary, monitoring usage of pharmaceuticals including psychotropic medications, identifying prescribing patterns of practitioners, and reviewing non-formulary requests. Quarterly written consultation reviews of the pharmacy by a consultant pharmacist shall be required.

XIII.12 SAFETY AND SANITATION INSPECTIONS

The Successful Bidder shall participate in weekly safety and sanitation inspections of the institutional food service, housing and work areas with designated Sheriff or Chief Judge personnel, as is applicable. The Successful Bidder shall make appropriate recommendations for corrections on discrepancies or citations noted.

XIII.13 ADMINISTRATIVE MEETINGS AND REPORTS

The Successful Bidder shall coordinate with WCADF/RVJDC Warden, Superintendent or designee to discuss health care services. Minutes or summaries shall be maintained and distributed to attendees with copies retained for future reference. Meetings shall be held quarterly (MAC/CQI). The Successful Bidder shall also provide staff to attend and participate in WCADF/RVJDC meetings.

The Successful Bidder shall conduct and maintain minutes of health staff meetings conducted on a monthly basis. Staff meetings shall include and be attended by staff at both facilities. The Successful Bidder shall meet at least monthly with the Warden/Superintendent or designee concerning procedures within the facilities and any proposed changes, policies, procedures, and on-going operational issues, statistics, administrative issues and quality improvement studies to include process and outcome studies, morbidity and mortality reports and other critical issues or incidents, as indicated by the NCCHC, ACA and Illinois Jail and Juvenile Detention Standards.

The Successful Bidder shall prepare and participate in external reviews; inspections and audits as requested and shall participate in the preparation of responses to critiques. The Successful Bidder shall develop and implement plans to address/correct identified deficiencies.

XIII.14 STATISTICAL DATA

The Bidder shall describe its management information system. The Successful Bidder shall be required to keep statistical data related to the adult inmate/juvenile detainee health care program which shall include utilization of service statistics and other areas that the Successful Bidder and the Sheriff/Warden and the Chief Judge/Superintendent or their designee agree at the CQI and MAC meetings would be useful to evaluate the health care program and anticipate future needs. The Successful Bidder shall prepare statistical reports on a monthly basis and the Successful Bidder shall provide a narrative monthly report delineating the status of the health care program, which also identifies potential problems and discusses their resolution. A complete annual report of utilization statistics, pharmacy statistics and narrative summary delineating accomplishments of the Successful Bidder shall also be provided on an annual basis.

Monthly statistics -- A narrative report for the past twenty four (24) hours capturing the following data shall be submitted to the Warden and Superintendent or their designee to include, but not limited to:

- Transfers to off-site hospitals
- Emergency Department visits
- Communicable disease data.
- Suicide attempts and gestures
- Report of status of adult inmates/juvenile detainees in the hospital and medical unit
- Staffing
- Incident reports
- Grievance reports and responses

The health administrator and staff of RVJDC must have access to e-mail provided by the Successful Bidder at both the WCADF and RVJDC to facilitate administrative communication and reports.

XIII.15 COST CONTAINMENT PROGRAM

The Bidder shall specify a detailed plan for the implementation and operation of a cost containment program. Addressed in this section shall be the mechanism(s) by which the Bidder plans to control costs, areas in which cost savings can be achieved and evidence of the success of such programs at other Bidder sites.

XIII.16 ACCREDITATION

The Successful Bidder shall maintain accreditation by NCCHC for both the WCADF and the RVJDC. The Successful Bidder shall be responsible for the payment of all NCCHC accreditation fees. The Sheriff and the Chief Judge will pay all ACA accreditation audit fees but the Successful Bidder shall be responsible for compliance with all ACA standards and shall ensure full cooperation with the Warden/Superintendent with regard to ACA accreditation preparation. The Successful Bidder shall participate in and be compliant with all ACA accreditation requirements for medical, dental and mental health services. The Successful Bidder shall be fined \$50,000 for failing to maintain either ACA or NCCHC accreditation at either the WCADF or the RVJDC.

XIII.17 RECORDS AND DOCUMENTATION ON TERMINATION OF CONTRACT:

All manuals, policies and procedures, adult inmate/juvenile detainee medical records, and other records and documentation developed, purchased or maintained by the Successful Bidder for the Sheriff and the Chief Judge shall remain the property of and in the custody of the Sheriff and the Chief Judge as is applicable, upon expiration or termination of the contract without further obligation.

XIV.1 TRAINING OF CORRECTIONAL STAFF

The Successful Bidder shall be required to assist in the training of correction officers/juvenile detention workers in the following areas: suicide prevention, contagious diseases, MRSA, universal precautions and other medical issues as appropriate. This training shall be ongoing and be sufficient to train new staff include an annual in-service and meet requirements of NCCHC/ACA accreditation and the Illinois Jail and Juvenile Detention Standards guidelines. Suicide training shall be provided annually by a mental health professional, in collaboration with the health services staff, and include:

- The nature, signs and symptoms of suicide; mental illness, acute intoxication and drug abuse;
- Identification of suicidal inmates and juvenile detainees through the recognition of verbal and behavioral cues; signs and symptoms of mental illness; signs and symptoms of drug abuse and intoxication and withdrawal;

- Situational Stressors such as, new admission to the facility, anniversary of offense, death of loved one, or important court dates including sentencing;
- Evaluation of adult inmate or juvenile detainee coping skills;
- Monitoring and referral to a mental health professional for follow-up on an emergent, urgent or routine basis – specific instruction as to the appropriate level of priority for such a referral.

XIV.2 PERSONNEL SERVICES

In this section the Bidder shall address the following topics: Recruitment and Retention Practices; Equal Employment Opportunities, Licensure/Certification and Continuing Education Requirements, Staff Training and Personnel Development, Orientation of New Employees, Continuing Education/In-service Training, Performance Review.

XIV.3 RECRUITMENT AND CREDENTIALING PROGRAM

The Successful Bidder shall recruit and interview candidates who are currently licensed or certified in the State of Illinois. The Warden, Superintendent or their designee shall be involved in the interviewing process and final selection for the Medical Director and Health Administrator. It is recommended that the Health Administrator be CCHP certified by the NCCHC. The Health Administrator shall also be a Registered Nurse (RN) with current clinical experience. Current qualified employees are to be given priority in any hiring process by the Successful Bidder during the transition. Personnel files of all subcontractors and contract employees shall be on file at the facility. These files shall include copies of current licenses, proof of professional certification, DEA numbers, training records, malpractice insurance certificates, signed job descriptions, evaluations and position responsibilities.

XIV.4 TURNOVER OF STAFF

The Bidder shall describe its current nursing and physician turnover ratio in other contracts and shall additionally indicate specific turnover for health administrators, Medical Directors, and regional managers as identified above in vendor qualifications.

XIV.5 RECRUITMENT PROGRAM AND NURSING SHORTAGE

The Bidder shall describe its recruitment and retention program and shall indicate provisions to guarantee staffing at this facility.

XIV.6 APPROVAL BY COUNTY OF SUCCESSFUL BIDDER'S EMPLOYEES

The final selection of all employees or subcontractors shall be subject to approval by the Sheriff or the Chief Judge, as is applicable or their designee. Initial and continued employment of staff and subcontractors shall be subject to approval of the Warden and Superintendent or their designees. The Sheriff and the Chief Judge reserve the right to prohibit any of the Successful Bidder's employees and independent contractors from performing service with regard to this contract.

The Successful Bidder shall provide the names of corporate or regional management personnel assigned to this contract. A resumé of the regional manager and regional medical director shall be included with the proposal response. Any replacement personnel shall be subject to approval of the Warden or Superintendent or their designee.

The Successful Bidder shall notify and consult with the Warden or Superintendent, as is applicable or Designee prior to discharging, removing, or failing to renew contracts of professional staff.

XIV.7 REJECTION OF BIDDER'S PERSONNEL:

The Warden or Superintendent, as is applicable, or their designee shall have the right to reject for use or service at the WCADF or RVJDC, the employment by the Successful Bidder or any person or firm. The Warden or Superintendent, as is applicable, or their designee reserves the right to remove from the site any person or firm employed or engaged by the Successful Bidder when the Warden or Superintendent or their designee deems it to be in its best interest for the Successful implementation of its correctional health services program. The privilege of entering or remaining on the premises of any secured facility under the jurisdiction of the Sheriff and or Chief Judge or their designee may be revoked at any time.

XIV.8 EMPLOYMENT PROCESS, BACKGROUND INVESTIGATION, DRUG SCREENS

All personnel shall be required to pass a criminal background investigation and check conducted by the Sheriff or Chief Judge, as applicable for initial and or continued employment. The Successful Bidder is responsible to perform the pre-employment drug screening on all prospective employees; however, the comprehensive drug testing procedure and facility must meet with the approval of the Warden/Superintendent. All candidates successfully cleared through this process may be eligible for hire. In addition, the Bidder shall detail in its proposal the hiring process to be utilized and a method to provide information regarding the individuals previous work history and credentials required to fulfill the duties of the position to be filled.

The Will County Sheriff and Chief Judge or their designee reserve the right to search any person, property or article entering Will County facilities. The Sheriff and Chief Judge reserve the right to restrict property brought on-site by Successful Bidder staff during their work shift, according to established rules and regulations governing the secure operation of the WCADF/RVJDC.

The Successful Bidder and its personnel shall be subject to and shall comply with all security regulations and procedures of WCADF/RVJDC. Violations of regulations may result in the employee being denied access to the WCADF/RVJDC. In this event, the Successful Bidder shall provide alternate personnel to supply services, described herein, subject to the Sheriff's or Chief Judge's approval, as is applicable.

The Sheriff or Chief Judge, as is applicable, shall provide security for the Successful Bidder's employees and agents consistent with security provided to County employees.

XIV.9 COMPLIANCE WITH STATE AND FEDERAL LAWS, RULES AND REGULATIONS

All personnel shall comply with current and future State, Federal, and local laws, rules and regulations, court orders, administrative directives, institutional directives, ACA standards, NCCHC standards, and policies and procedures of the WCADF/RVJDC.

XIV.10 HOSPITAL PRIVILEGES

When requested by the Sheriff/Warden or the Chief Judge/Superintendent, as is applicable, the Successful Bidder's Medical Director and any staff physician(s) shall secure admission privileges at a local hospital for admitting, monitoring, and discharging adult inmates/juvenile detainees.

XIV.11 NON-COMPETE AGREEMENTS

The Successful Bidder is prohibited from entering into covenants Not To Compete or Non-Competition Clauses with either employees or independent contractors or companies, or any party specifically related to the performance of any obligation required under this agreement, which would prohibit said independent contractor, Bidder or employee from competing, directly or indirectly, in any way with the Successful Bidder. For the purpose of this paragraph, the term "competing directly or indirectly, in any way with the Successful Bidder shall mean the entering into or attempting to enter into any similar business with that carried on by the Successful Bidder with any individual, partnership, corporation, or association that was or is the same or related business as the Successful Bidder. This means that current employees or contractors cannot be prohibited by the Successful Bidder from employment, with a successor bidder in the event that the Successful Bidder were to lose the contract during the rebid process.

XIV.12 ON-CALL RESPONSIBILITY

The on-site Medical Director, health administrator, and psychiatrist shall be on-call 24 hours per day. The cost of on-call services and telephone, cell phone and/or pager services shall be borne by the Successful Bidder in full.

XIV.13 EMPLOYEE TRAINING AND ORIENTATION

- a. The Bidder shall describe and provide an outline for its orientation program for its staff. The Bidder shall be responsible for ensuring that all new health care personnel are provided with orientation and appropriate training regarding medical practices on-site at the WCADF/RVJDC. All vendors' employees shall attend a facility orientation as needed.
- b. The Successful Bidder shall prepare a weekly staffing report for the Deputy Chief and RVJDC or designee specifying the nursing positions filled (RN, LPN, EMT), number of vacancies, and professional hours provided and vacant, upon request.
- c. The Successful Bidder shall provide appropriate monthly in-service education programs for its staff. Selected topics that require staff training include security procedures and regulations, suicide precautions, emergency plan and procedures, cultural diversity, communication skills, CPR, PREA, First Aid, sexual harassment and misconduct awareness.

XIV.14 STAFFING AND SCHEDULES

- a. All hours shall be spent on-site at the WCADF/RVJDC, except as is otherwise expressly agreed to by the Warden/Superintendent/Designee and the Successful Bidder. WCADF/RVJDC staffing work schedules may be modified upon the parties' mutual agreement and written consent
- b. .All contractual staff (employees, independent contractors and subcontractors) shall be required to comply with sign-in and sign-out procedures on a system such as Kronos or alternative automated time clock system for reporting of hours
- c. Travel time of the providers is not to be included as hours worked that are billed to the Sheriff or the Chief Judge.

XIV.15 EMPLOYEE BENEFITS

The Bidder shall specify how they intend to cover periods of absences caused by vacations, holidays, and sick leave, and shall state what relief factor (if any) is computed into their staffing ratio. The Bidder shall state whether positions in their proposal are to be covered by full-or part-time personnel. Excessive use of part-time personnel, particularly those without benefits, should not be utilized in an effort to decrease the costs of the contract as it destabilizes the staffing. Full-time and permanent part-time employees shall be maintained as regular recurrent staff.

The Bidder shall include a synopsis of their benefit programs, with the value of the benefit program clearly identified as a percentage of the salary package, as an appendix to this proposal. The Bidder shall describe its vacation, sick time, holiday and leave policy and information regarding medical, dental, vision and other coverage and other provisions such as short- or long-term disability, etc.

XIV.16 CREDIT TO WILL COUNTY

- a. The Successful Bidder shall agree to issue the Sheriff and the Chief Judge a credit consisting of an hourly salary and specific fringe benefits for hours of each position not covered or vacant. The credit shall be for all staff. There shall be no substitution of positions with lower level for higher level credentials, e.g. LPN for RN etc. otherwise penalties shall be invoked as if the position was unfilled. Adjustments shall be made on a monthly basis.
- b. The Bidder shall also make provisions in their staffing plan to cover periods of vacation, educational staff or sick time by including appropriate relief factors and trained per diem staff (as opposed to agency nursing staff). Deductions for vacation, sick time or education shall occur after the initial date of non-service. The Sheriff and the Chief Judge expect staff coverage regardless of holidays or vacations/sick time.

XIV.17 STUDENTS OR INTERNS

Any students, interns or residents delivering health care in either facility as a part of a formal training program, shall work under staff supervision commensurate with their level of training. There shall be a written agreement with the WCADF/RVJDC and educational institution that covers the scope of work, length of agreement, and any legal or liability issues. Students or interns must agree to abide by all facility policies especially those related to security and confidentiality of information and the facility administration must be informed in advance of the student's or intern's presence within the facility and the individual must meet all background security clearance requirements.

XIV.18 TESTING OF HEALTH CARE STAFF

All new direct care staff shall receive a skin test for tuberculosis prior to their job assignment and annually thereafter. All direct health care staff shall be offered the Hepatitis A and B vaccine.

XIV.19 PROPOSED STAFFING

The proposal is to include the staffing pattern that is proposed for each facility. The Bidder shall state, for each facility, the levels of staff and the number of staff that shall be on-site during each shift by day of the week. The facility shall designate a health authority with responsibilities for arranging health care services pursuant to a written job description, contract or agreement. Job descriptions for all positions shall be submitted with the proposal and signed by the employees after contract initiation with the signed job description placed into each employee's personnel file and maintained within that file.

In the event of vacations, leaves of absence, illness or holidays of regular RN staff, trained per diem must be available to cover RN or LPN schedules. Agency staff shall be fully trained and oriented to the facilities and approved in advance and shall not be utilized more than 10% of the schedule or a penalty shall be applied for their use in excess of 10% of the schedule on a recurring monthly basis.

STAFFING HOURS. The Successful Bidder shall provide medical, dental, technical and support personnel on-site consistent with the Scope of Services as required and consistent with the proposal. After the Successful Bidder completes the initial 90-day start-up implementation period, the Successful Bidder shall provide the Sheriff/Warden and the Chief Judge/Superintendent, as is applicable, with a monthly staffing reconciliation report of hours worked versus contracted hours for each job category listed.

Bidders are requested to complete separate staffing rates found in **Appendix A and B** for each facility; thus one sheet shall be expected for the WCADF and one sheet will be expected for the RVJDC. However, evaluation shall be on the total price of both facilities. **Appendix C, and D.**

1. **STAFFING ADJUSTMENTS.** On a monthly basis, the Successful Bidder will discount the next month's invoice to reflect any and all staffing adjustments from the prior month. The hourly rates plus benefit load separated out for each position and each facility shall be provided by the Bidder as **Appendix A and B.**

2. **STAFFING LEVEL ADJUSTMENTS.** Should the Health Department lose funding for the delivery of on-site mental health services, which are delivered through a current collaborative agreement, the Sheriff and the Chief Judge reserve the right to engage in good faith negotiations with the Successful Bidder for the addition of mental health services and hours on-site, for the addition of direct care provider hours, as needed. Should negotiations with the Successful Bidder fail, the Sheriff and the Chief Judge reserve the right to accept proposals and to negotiate with other providers for mental health services. In the event that another vendor is chosen, the Successful Bidder shall enter into a collaborative agreement with the chosen mental health services provider.

3. **STAFFING MATRIX** This is a sample staffing plan. Companies must submit the pricing in accordance with this sample plan, however they may also submit an alternate plan as an alternate proposal. The expectation is that the staffing plan submitted by the Bidder shall be sufficient to carry out the services required to fulfill the obligations of this contract according to NCCHC/ACA and Illinois Jail/Juvenile Detention Standards.

Staffing Matrix

WCADF Staffing Plan

Position	Mon	Tues	Wed	Thu	Fri	Sat	Sun	Hrs/Wk	FTE
DAY SHIFT									
Health Administrator	8	8	8	8	8			40.00	1.00
Administrative Assistant	8	8	8	8	8			40.00	1.00
Nurse Supervisor/DON	8	8	8	8	8			40.00	1.00
RN Sick Call	8	8	8	8	8	8	8	56.00	1.40
RN	16	16	16	16	16			80.00	2.00
Medical Assistant	8	8	8	8	8			40.00	1.00
LPN	16	16	16	16	16	16	16	112.00	2.80
RN Intake	8	8	8	8	8	8	8	56.00	1.40
Medical Records Clerk	16	16	16	16	16			80.00	2.00
Dentist	8		8					16.00	0.40
MD	8	8	8	8	8			40.00	1.00
Dental Assistant	9		9					18.00	0.45
TOTAL HOURS/FTE DAY								618.00	15.45
EVENING SHIFT									
RN	8	8	8	8	8	8	8	56.00	1.40
LPN/Pharm Tech	24	24	24	24	24	16	16	152.00	3.80
RN Intake	8	8	8	8	8	8	8	56.00	1.40
Medical Assistant	8	8	8	8	8			40.00	1.00
Medical Records Clerk	8	8	8	8	8			40.00	1.00
TOTAL HOURS/FTE EVENING								344.00	8.60
NIGHT SHIFT									
RN	8	8	8	8	8	8	8	56.00	1.40
LPN	16	16	16	16	16	8	8	96.00	2.40
RN Intake	8	8	8	8	8	8	8	56.00	1.40
MA Intake	8	8	8	8	8	8	8	56.00	1.40
TOTAL HOURS/FTE NIGHT								264.00	6.60
TOTAL HOURS/FTE per week								1226.00	30.65

RVJDC Staffing Plan

Position	Mon	Tues	Wed	Thu	Fri	Sat	Sun	Hrs/Wk	FTE
DAY SHIFT									
RN	8	8	8	8	8			40.00	1.00
Medical Records Clerk/AA/CMA	8	8	8	8	8			40.00	1.00
LPN						8	8	16.00	0.40
MD		3			3			6.00	0.15
TOTAL HOURS/FTE DAY								102.00	2.55
EVENING SHIFT									
LPN	8	8	8	8	8	8	8	56.00	1.40
TOTAL HOURS/FTE EVENING								56.00	1.40
NIGHT SHIFT									
LPN	8	8	8	8	8	8	8	56.00	1.40
TOTAL HOURS/FTE NIGHT								56.00	1.40
TOTAL HOURS/FTE per week								214.00	5.35

XV: CONTRACT TRANSITION

The Bidder must demonstrate how it would make the transition from the current service delivery system to the new contract within 60 days. The Bidder shall emphasize their past experience in implementing contracts and successes in this area.

A detailed time line or Gantt Chart shall be submitted with the proposal that addresses, at a minimum, how the following issues shall be handed and transferred:

1. Recruitment of current and new staff including physicians, subcontractors, and specialists;
2. Hospital services, contracts;
3. Pharmaceutical, laboratory, radiology, and medical supplies;
4. Identification and assuming of current medical care cases including specialty referrals outstanding;
5. Equipment and inventory – office and medical supplies;
6. Medical record management – with particular emphasis on transition of electronic medical record at the WCADF and establishment of an electronic record at the River Valley Juvenile Detention Facility if feasible;
7. Orientation of new staff;
8. Establishment of Bidder's facility-specific policies and procedures;
9. Orientation of Sheriff's and Chief Judge's staff to the Successful Bidder's policies and procedures;

XVI: PRICING

XVI.1 BASE PRICE

Provide a base price for a population for 850 WCADF inmates and 50 juvenile detainees. Bidders are to complete a line item pricing schedule as found in the Appendix B and C.

Bidders are requested to complete separate line item budgets found in **Appendix C and D** for each facility; thus one sheet shall be expected for the WCADF and one sheet will be expected for the RVJDC. However, evaluation shall be on the total price of both facilities combined.

XVI.2 PER DIEM RATE

The parties shall agree that an annual base price is calculated upon a daily population of 850 inmates. If the daily inmate resident population averages inclusive of a plus or minus of 50 adult inmates or 20 juvenile detainees, in any calendar month during this initial agreement, over 850 adult inmates or 50 juvenile detainees, then the compensation paid to the Successful Bidder shall be adjusted, on the month after the average increase, by a per diem of \$_____ for each adult inmate/juvenile detainee over the aforementioned population. State the amount in both words and figures. The per diem shall be expected to cover on-site and off-site services.

XVI.3 PRICING FOR SUBSEQUENT YEARS TWO AND THREE

Provide a firm price for year two and three of subsequent contract years. Define the price escalator utilized and what the price escalator is based upon, i.e. the basis for the increase. Display the price in words and numbers.

XVI.4. CATASTROPHIC LIMITS

The Successful Bidder shall be responsible for all off-site charges, which shall include inpatient hospitalization fees, specialty consults and physician fees up to a cumulative total of the first \$300,000 aggregate catastrophic limits per contract year regarding illness, injury or infectious disease. The unused portion of the aggregate CAP each year will be credited to the County of Will. If there should be a credit balance at the end of the contract period then the credit shall be refunded. The aggregate cap for RVJDC shall be \$75,000. The Successful Bidder is required to maintain and submit paid claims details of all invoices for off-site care, and on site dialysis, on a monthly basis and a running total shall be maintained throughout the fiscal year.

There shall be no separate exclusions for HIV labs or medications.

XVI .5 PAYMENT AND ADVANCED PAYMENT

Services shall be paid after they are rendered. Payments shall not be authorized for payment in advance of services.

The County of Will shall pay all invoices Net 30, pursuant to 50 ILCS 505, "Local Government Prompt Payment Act." Payment will not be made on invoices submitted later than six months (180) days after delivery of goods and services and any statute of limitation to the contrary is hereby waived.

XVI .6 ALTERNATE PRICING ARRANGEMENT

Identify any alternative pricing and describe the program as well as potential risks or benefits to the Sheriff and the Chief Judge. The cost of the alternative programs shall be stated in terms of the cost in dollars per year for the alternative.

XVI.7 ILLINOIS FREEDOM OF INFORMATION ACT

Any and all submissions to Will County become the property of Will County and these and any late submissions will not be returned. Your proposal will be open to the public under the Illinois Freedom of Information Act (FOIA) (5 ILCS 140) and other applicable laws and rules, unless you request in your proposal that we treat certain information as exempt. We will not honor requests to exempt entire proposals. You must show the specific grounds in FOIA or other law or rule that support exempt treatment. If you request exempt treatment, you must submit an additional copy of the proposal with exempt information deleted. This copy must tell the general nature of the material removed and shall retain as much of the proposal as possible. In the event Will County or any of its elected officials receives a request for a document submitted, Will County shall provide notice to contractor as soon as practicable. Regardless, contractor will be responsible for any costs or damages associated with defending your request for exempt treatment. Furthermore, contractor warrants that County of Will's responses to requests for a document submitted that is not requested to be exempt will not violate the rights of any third party.

Please be advised that if your proposal is accepted by Will County all related records maintained by, provided to, or required to be provided to Will County during the contract duration are subject to FOIA. In the event Will County receives a request for a document relating to contractor, its provision of services, or the arranging for the provision of services, Will County shall provide notice to contractor as soon as practicable and, within the period available under FOIA, contractor may then identify those records, or portions thereof, that it in good faith believes to be exempt from production and the justification for such exemption. Regardless, contractor will be responsible for any costs or damages associated with

defending the request for exempt treatment. Furthermore, contractor will warrant that County of Will's responses to requests for a document relating to contractor, its provision of services, or the arranging for the provision of services, or the arranging for the provision of services, will not violate the rights of any third party.

Please be advised also that FOIA provides that any record in the possession of a party with whom Will County has contracted to perform a governmental function on behalf of Will County, and that directly relates to the governmental function and is not otherwise exempt under FOIA is considered a public record of Will County for purposes of FOIA. 5 ILCS 140/7(2). As such, upon request by Will County (or any of its officers, agents, employees or officials), the contractor shall provide to Will County at no cost and within the time frames of FOIA a copy of any "public record" as required by FOIA and in compliance with the provisions of FOIA. After request by Will County, contractor may then identify those records, or portions thereof, that it in good faith believes to be exempt from production and the justification for such exemption. Regardless, contractor will be responsible for any costs or damages associated with defending the request for exempt treatment.

SUBMITTAL REQUIREMENTS:

Each of the following items shall be submitted by the time mentioned herein in order that the proposal will be considered:

1. **One original, ten (10) complete copies**, and one (1) electronic copy (CD or flash drive)
2. **Signed** Copy of Prime Contractor Certification
3. **Completed** Appendix A, B, C, D
4. **Signed** Bid Form – WCADF
5. **Signed** Bid Form - RVJDC
6. **Signed** Addenda Form

PRIME CONTRACTOR CERTIFICATION

The undersigned hereby certifies that _____
Company Name

Is not barred from contracting with any unit of State or local government as a result of a violation of either Section 33E-3 or 33E-4 of the Criminal Code of 1961.

Representative of Company

Title

Signature

Date

Note: A person who makes a false certificate commits a Class 3 Felony.

Sections 33E-3 and 33E-4 provide as follows:

33E-3. Bid-rigging. A person commits the offense of bid-rigging when he knowingly agrees with any person who is, or but for such agreement would be, a competitor of such person concerning any bid submitted or not submitted by such person or another to a unit of State or local government when with the intent that the bid submitted or not submitted will result in the award of a contract to such person or another and he either (1) provides such person or receives from another information concerning the price or other material term or terms of the bid which would otherwise not be disclosed to a competitor in an independent noncollusive submission of bids or (2) submits a bid that is of such a price or other material term or terms that he does not intend the bid to be accepted.

Bid rigging is a Class 3 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be barred for 5 years from the date of conviction from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation as provided in paragraph (2) of subsection (a) of Section 5-4 of this Code.

33E-4 Bid rotating. A person commits the offense of bid rotating when, pursuant to any collusive scheme or agreement with another, he engages in a pattern over time (which, for the purposes of this Section, shall include at least 3 contract bids within a period of 10 years, the most recent of which occurs after the effective date of this amendatory Act of 1988) of submitting sealed bids to units of State or local government with the intent that the award of such bids rotates, or is distributed among, persons or business entities which submit bids on a substantial number of the same contracts. Bid rotating is a Class 2 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be permanently barred from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation as provided in paragraph (2) of subsection (a) of **Section 5-4 of this Code.**

Possible violations of Section 33 can be reported to the Office of the Will County State's Attorney at (815) 727-8453.

FACILITY NAME:		Will County ADF												Totals
Health Services Statistical Report	Average	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
AVERAGE DAILY POPULATION	0.0	811	841	809	810	811	793	808	811					6494.0
MEDICAL														
SECURITY BOOKINGS	0.0	768	768	816	758	825	770	779	810					6294
INTAKE SCREENING BY CCS	0.0	768	768	816	758	825	770	779	810					6294
	0.0													0
SICK CALL - NURSES	0.0	255	371	317	322	353	399	419	456					2892
SICK CALL - PROVIDER	0.0	364	462	467	415	370	396	370	387					15480
SICK CALL - TOTAL ENCOUNTERS	0.0	619	833	784	737	723	795	789	843					6123
SICK CALL - TOTAL REFERRALS RECEIVED	0.0	177	234	207	190	204	236	231	280					1759
														0
EMERGENCY RESPONSE - ON-SITE	0.0	20	15	13	11	11	11	15	15					111
NURSE CONTACTS - TREATMENTS & MONITORING	0.0	20	15	13	11	11	11	15	15					111
														0
HEALTH ASSESSMENTS	0.0	215	279	269	214	223	266	236	262					1964
ANNUAL HEALTH ASSESSMENTS COMPLETED	0.0	7	5	13	8	11	12	15	11					82
# OF INMATES INCARCERATED >12 MONTHS	0.0	7	5	13	8	11	12	15	11					0
														0
X-RAYS (NON-TB RELATED) ON-SITE	0.0	2	16	7	1	7	4	6	3					46
EKGs	0.0	8	10	12	40	44	34	36	29					213
MENTAL HEALTH														
PSYCHIATRY														
NEW PATIENT VISITS	0.0	82	78	88	72	73	88	68	80					629
FOLLOW UP VISITS	0.0	89	109	120	130	141	138	140	135					1002
PSYCHIATRIC NURSE VISITS	0.0	0	0	0	0	0	0	0	0					0
MENTAL HEALTH PROVIDERS														
MH SCREENS	0.0	258	244	279	221	237	266	218	276					1999
FOLLOW-UP CONTACTS	0.0	110	162	228	145	156	188	125	180					1294
SPECIAL NEEDS CONTACTS	0.0	2	3	8	4	7	5	2	9					40
SEGREGATION ROUNDS	0.0	7	13	4	5	7	5	5	4					50
INDIVIDUAL THERAPY CONTACTS	0.0	20	25	44	35	41	52	40	49					306
GROUP THERAPY SESSIONS	0.0	0	0	0	0	0	0	0	0					0
# OF PTS IN GROUP THERAPY SESSIONS	0.0	0	0	0	0	0	0	0	0					0
DISCHARGE PLANNING CONTACTS	0.0	3	22	47	19	3	3	5	11					113
SELF-HARM														
# OF SUICIDE THREATS/IDEATIONS	0.0	25	22	28	25	31	57	56	36					280
# OF SUICIDAL GESTURES	0.0	0	0	0	0	0	0	0	0					0
# OF SUICIDE ATTEMPTS	0.0	3	4	4	2	3	7	12	8					43
# OF COMPLETED SUICIDES	0.0	0	0	0	0	0	0	0	0					0
# OF SUICIDE WATCH EVENTS	0.0	3	4	4	2	3	7	12	8					43
TOTAL # OF DAYS FOR ALL SUICIDE WATCHES	0.0	6	9	21	7	9	39	24	21					136
TRANSFER														
# OF PETITIONS FOR CIVIL COMMIT	0.0	0	0	0	0	0	0	0	0					0
# OF INMATES CIVILLY COMMITTED	0.0	0	0	0	0	0	0	0	0					0
SENTINEL EVENTS														
# OF THERAPEUTIC RESTRAINT EPISODES	0.0	2	0	1	1	1	0	1	1					7
# OF EMERGENCY MEDICATION EPISODES	0.0	2	0	1	1	2	4	3	4					17
# OF INMATES ON INVOLUNTARY MEDICATION	0.0	0	0	0	0	0	0	0	0					0
OTHER MH DATA														
# OF INMATES ON SPECIAL NEEDS LIST	0.0	2	3	8	4	7	5	2	9					40
SICK CALL - MENTAL HEALTH	0.0	20	45	32	37	41	51	50	59					335
# OF MH SICK CALL REQUESTS/ REFERRALS	0.0	30	45	32	37	41	51	50	59					345
DENTAL														
DENTAL EXAMS	0.0	274	345	401	332	298	264	291	332					2537
DENTAL SICK CALL / SCREENS	0.0	69	80	87	78	70	65	63	74					586
EXTRACTIONS	0.0	17	23	20	18	21	16	19	19					153
REFUSALS	0.0	9	17	7	12	9	7	7	15					83
TEMPORARY FILLINGS	0.0	6	19	11	36	13	25	14	8					132

FACILITY NAME: Will County ADF														Totals
Health Services Statistical Report	Average	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
OFF-SITE DENTAL REFERRALS	0.0	2	1	2	4	3	2	2	2					18
OTHER SERVICES NOT LISTED	0.0	22	22	38	25	29	27	29	24					216
OFF-SITE SERVICES														
EMERGENCY ROOM VISITS	0.0	24	17	18	11	11	9	15	18					123
COUNTY	0.0	24	17	18	11	11	9	15	18					123
FEDERAL/ICE	0.0	0	0	0	0	0	0	0	0					0
AMBULANCE TRANSPORTS to ER	0.0	24	17	18	11	11	9	15	18					123
COUNTY	0.0	24	17	18	11	11	9	15	18					123
FEDERAL/ICE	0.0	0	0	0	0	0	0	0	0					0
JAIL TRANSPORTS to ER	0.0	0	0	0	0	0	0	0	0					0
COUNTY	0.0	0	0	0	0	0	0	0	0					0
FEDERAL/ICE	0.0	0	0	0	0	0	0	0	0					0
HOSPITAL ADMISSIONS	0.0	13	11	7	6	3	4	11	5					60
COUNTY	0.0	13	11	7	6	3	4	11	5					60
FEDERAL/ICE	0.0	0	0	0	0	0	0	0	0					0
HOSPITAL DAYS	0.0	54	43	32	22	12	8	37	9					217
COUNTY	0.0	54	43	32	22	12	8	37	9					217
FEDERAL/ICE	0.0	0	0	0	0	0	0	0	0					0
AVERAGE LENGTH OF STAY	0.0	4	4	5	4	4	4	3	2					30
ON-SITE SPECIALTY CONSULTATIONS	0.0	0	0	0	0	0	0	0	0					0
OFF-SITE SPECIALTY CONSULTS	0.0	8	0	0	0	0	0	0	2					10
COUNTY	0.0	8	0	0	0	0	0	0	2					10
FEDERAL/ICE	0.0	0	0	0	0	0	0	0	0					0
ONE DAY SURGERIES	0.0	0	0	0	0	0	1	0	0					1
COUNTY	0.0	0	0	0	0	0	1	0	0					1
FEDERAL/ICE	0.0	0	0	0	0	0	0	0	0					0
OFF-SITE RADIOLOGY	0.0	0	1	0	0	1	2	2	0					6
DEATHS ON-SITE	0.0	0	0	0	0	0	0	0	0					0
DEATH IN CUSTODY	0.0	0	0	0	0	0	0	0	0					0
PHARMACEUTICALS														
TOTAL I/Ms ON MEDS	0.0	1183	1150	1037	1026	1100	944	1383	959					8782
TOTAL I/Ms ON MEDICAL MEDS	0.0	965	924	794	810	931	891	1113	746					6974
TOTAL I/Ms ON PSYCHOTROPIC MEDS	0.0	181	189	212	200	169	231	231	194					1607
TOTAL I/Ms NONFORMULARY MEDS	0.0	37	37	31	26	17	22	39	19					228
CHRONIC CARE														
ASTHMA/COPD	0.0	29	37	32	41	33	24	35	35					266
DIABETICS	0.0	17	21	14	19	12	12	13	9					117
DIALYSIS	0.0	3	0	0	0	0	0	0	0					3
HIV	0.0	3	4	3	3	6	2	5	4					30
PREGNANCY	0.0	4	6	2	2	5	3	9	5					31
HYPERTENSION / CARDIOVASCULAR	0.0	37	47	53	63	39	58	54	37					388
SEIZURE DISORDERS	0.0	11	2	13	6	9	10	11	13					75
THYROID	0.0	1	3	2	4	3	1	3	7					24
TUBERCULOSIS	0.0	0	0	0	0	0	0	0	0					0
OTHER	0.0	41	47	0	0	21	24	21	31					185
INFECTIOUS DISEASE CONTROL														
PPDs PLANTED	0.0	649	640	606	625	678	669	680	696					5243
PPDs READ	0.0	385	363	317	341	362	350	386	369					2873
POSITIVE PPDs	0.0	16	16	15	17	23	8	11	20					126
TB RELATED CHEST X-RAYS	0.0	15	27	36	13	21	21	25	31					189
ACTIVE TB	0.0	0	0	0	0	0	0	0	0					0
HIV TEST	0.0	84	59	103	54	94	107	69	90					660
POSITIVE HIV	0.0	1	0	0	0	1	0	1	1					4
# OF POSITIVE HIV INMATES	0.0	2	2	4	4	7	5	5	6					0
HEPATITIS A	0.0	0	0	0	0	0	0	0	0					0
HEPATITIS B	0.0	0	0	0	0	0	0	0	0					0
HEPATITIS C	0.0	0	0	0	0	0	0	0	0					0
CHLAMYDIA	0.0	5	2	3	3	7	5	7	6					38
GONORRHEA	0.0	1	1	2	2	2	1	0	3					12
SYPHILIS	0.0	0	0	0	0	0	0	0	0					0

FACILITY NAME: Will County ADF														Totals
Health Services Statistical Report	Average	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
OTHER STD	0.0	0	0	0	0	0	0	0	0					0
PEDICULOSIS	0.0	0	0	0	0	0	0	0	0					0
SCABIES	0.0	0	0	0	0	0	0	0	0					0
MRSA CONFIRMED	0.0	0	0	0	0	0	0	0	0					0
CONFIRMED MRSA TREATED	0.0	0	0	0	0	0	0	0	0					0
SUSPECTED MRSA TREATED	0.0	0	0	0	0	0	0	0	0					0
GRIEVANCES														
INMATES WITH GRIEVANCES	0.0	23	16	9	25	15	19	17	0					124
DISSATISFIED WITH MEDICAL CARE	0.0	8	4	4	10	6	10	4	0					46
DISSATISFIED WITH DENTAL CARE	0.0	3	0	2	5	0	0	0	0					10
DISSATISFIED WITH MENTAL HEALTH CARE	0.0	0	0	0	0	0	1	1	0					2
DISSATISFIED WITH STAFF CONDUCT	0.0	4	1	0	1	0	0	0	0					6
DISSATISFIED WITH DELAY IN HEALTHCARE	0.0	1	4	1	4	2	1	1	0					14
PROBLEMS WITH MEDS	0.0	4	2	1	2	5	3	7	0					24
REQUEST TO BE SEEN	0.0	3	2	0	3	0	0	0	0					8
OTHER	0.0	0	3	1	0	2	4	4	0					14
NUMBER OF FOUNDED	0.0	0	0	0	0	0	0	0	0					0

FACILITY NAME:		River Valley Detention Center Site 940												
Health Services Statistical Report	Average	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals YTD
AVERAGE DAILY POPULATION	38.4	56	47	40	37	44	41	30	25	26				
MEDICAL														
SECURITY BOOKINGS	54.3	53	50	69	51	72	55	39	51	49				489
INTAKE SCREENING BY CCS	51.6	50	44	67	50	70	53	37	52	41				464
SICK CALL - NURSES	23.2	66	39	22	12	22	3	18	14	13				209
SICK CALL - PROVIDER	8.2	13	11	9	6	0	17	5	6	7				74
SICK CALL - TOTAL ENCOUNTERS	30.1	79	50	31	18	22	20	18	13	20				271
SICK CALL - TOTAL REFERRALS RECEIVED	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
EMERGENCY RESPONSE - ON-SITE	0.2	0	0	0	2	0	0		0	0	0	0	0	2
NURSE CONTACTS - TREATMENTS & MONITORING	32.0	31	10	15	24	10	83	46	4	2		0		320
HEALTH ASSESSMENTS	22.8	22	23	30	22	33	23	15	18	19				205
ANNUAL HEALTH ASSESSMENTS COMPLETED	0.0	0	0	0	0	0	0							0
# OF INMATES INCARCERATED >12 MONTHS	2.3	0	3	3	3	4	2	2	2	2				21
X-RAYS (NON-TB RELATED) ON-SITE	0.3	2	0	1	0	0	0	0	0	0		0	0	3
EKGs	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
MENTAL HEALTH														
PSYCHIATRY														
NEW PATIENT VISITS	5.3	6	3	8	5	11	4	2	5	4				48
FOLLOW UP VISITS	8.8	13	7	6	10	9	10	14	3	7				79
PSYCHIATRIC NURSE VISITS	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
MENTAL HEALTH PROVIDERS														
MH ASSESSMENTS	23.1	31	15	35	16	29	24	15	20	23				208
FOLLOW-UP CONTACTS	113.7	13	12	14	14	15	93	82	70	76				1023
SPECIAL NEEDS CONTACTS	14.7	4	2	8	7	1	6	2	5	8				132
SEGREGATION ROUNDS	10.1	26	14	28	16	27	6	2	5	8				91
INDIVIDUAL THERAPY CONTACTS	107.7	19	8	9	4	10	17	7	8	9				969
GROUP THERAPY SESSIONS	6.1	12	11	13	14	14	87	73	68	74				55
# OF PTS IN GROUP THERAPY SESSIONS	4.9	8	6	9	2	2	10	2	2	7				44
DISCHARGE PLANNING CONTACTS	4.9	6	5	4	4	4	6	7	3	5				78
PSYCHOLOGICAL EVALS-COURT	8.7	9	8	10	7	12	16	5	4	7				78
SELF-HARM														
# OF SUICIDE THREATS/IDEATIONS	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
# OF SUICIDAL GESTURES	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
# OF SUICIDE ATTEMPTS	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
# OF COMPLETED SUICIDES	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
# OF SUICIDE WATCH EVENTS	0.0								0	0				0
TOTAL # OF DAYS FOR ALL SUICIDE WATCHES	0.0								0	0				0
TRANSFER														
# OF PETITIONS FOR CIVIL COMMIT	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
# OF INMATES CIVILLY COMMITTED	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
SENTINEL EVENTS														

# OF THERAPEUTIC RESTRAINT EPISODES	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
# OF EMERGENCY MEDICATION EPISODES	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
# OF INMATES ON INVOLUNTARY MEDICATION	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
OTHER MH DATA														
# OF INMATES ON SPECIAL NEEDS LIST	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
SICK CALL - MENTAL HEALTH	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
# OF MH SICK CALL REQUESTS/ REFERRALS	19.6	18	16		17	27	24	19		16				137
DENTAL														
DENTAL EXAMS	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
DENTAL SICK CALL / SCREENS	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
EXTRACTIONS	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
REFUSALS	0.0		0									0		0
TEMPORARY FILLINGS	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
OFF-SITE DENTAL REFERRALS	1.1	4	0	0	0	4	0	0	2	1		0		11
OTHER SERVICES NOT LISTED	0.0	0	0	0	0	0	0	0	0		0	0	0	0
OFF-SITE SERVICES														
EMERGENCY ROOM VISITS	0.6	0	3	2	1	0	0	0	0	0	0			6
COUNTY	0.0	0	0	0		0	0	0	0	0	0	0	0	0
FEDERAL/ICE	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
AMBULANCE TRANSPORTS to ER	0.4	0	3	1	1	0	0	0	0	0	0	0	0	5
COUNTY	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
FEDERAL/ICE	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
JAIL TRANSPORTS to ER	0.1	0	0	1	0	0	0	0	0	0	0			1
COUNTY	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
FEDERAL/ICE	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
HOSPITAL ADMISSIONS	0.2	0	1	1	0	0	0	0	0	0	0	0	0	2
COUNTY	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
FEDERAL/ICE	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
HOSPITAL DAYS	0.2	0	1	1	0	0	0	0	0	0	0	0	0	2
COUNTY	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
FEDERAL/ICE	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
AVERAGE LENGTH OF STAY	0.2	0	1	1	0	0	0	0	0	0	0	0	0	2
ON-SITE SPECIALTY CONSULTATIONS	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
OFF-SITE SPECIALTY CONSULTS	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
COUNTY	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
FEDERAL/ICE	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
ONE DAY SURGERIES	0.0	0	0	0	0	0	0	0	0		0	0	0	0
COUNTY	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
FEDERAL/ICE	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
OFF-SITE RADIOLOGY	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
DEATHS ON-SITE	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
DEATH IN CUSTODY	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
PHARMACEUTICALS														
TOTAL I/Ms ON MEDS	26.7	39	26	30	26	31	25	30	21	12				240
TOTAL I/Ms ON MEDICAL MEDS	15.4	24	17	18	15	15	14	18	12	6				139
TOTAL I/M'S ON PSYCHOTROPIC MEDS	11.4	15	10	11	11	14	13	12	11	6				103
TOTAL I/M'S NONFORMULARY MEDS	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
CHRONIC CARE														
ASTHMA/COPD	2.7	3	1	2	3	4	2	4	4	1				24
DIABETICS	0.6	0	1	1	1	1	1	1	0	1	0	0	0	7

DIALYSIS	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
HIV	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
PREGNANCY	0.4	1	0	1	0	0	1	1	1	0	0	0	0	5
HYPERTENSION / CARDIOVASCULAR	0.1	0	0	1	0	0	0	0	0	0		0	0	1
SEIZURE DISORDERS	0.2	0	0	1	1	0	0	0	0	0	0	0	0	2
THYROID	0.1	1	0	0	0	0	0	0	0	0	0	0	0	1
TUBERCULOSIS	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
OTHER GI	0.6		1	2	1		0				0	0	0	4
INFECTIOUS DISEASE CONTROL														
PPDs PLANTED	24.6	24	32	34	16	34	23	13	24	21				221
PPDs READ	20.7	22	24	30	19	30	15	16	14	16				186
POSITIVE PPDs	0.0	0	0	0		0			0	0	0	0		0
TB RELATED CHEST X-RAYS	0.0	0	0	0		0	0	0	0	0	0	0		0
ACTIVE TB	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
HIV TEST	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
POSITIVE HIV	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
# OF POSITIVE HIV INMATES	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
HEPATITIS A	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
HEPATITIS B	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
HEPATITIS C	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
CHLAMYDIA	1.8	1	2	5	2	1	1	2	3	1			0	18
GONORRHEA	0.5	0	1	2	1	0	0	1	0	1	0		0	6
SYPHILIS	0.0	0	0		0	0	0	0	0	0	0	0	0	0
OTHER STD	0.1	0	0	0	0	0	0	0	1	0	0	0	0	1
PEDICULOSIS	0.0	0	0	0	0	0	0		0	0	0	0	0	0
SCABIES	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
MRSA CONFIRMED	0.0	0	0	0		0	0	0	0	0	0	0	0	0
CONFIRMED MRSA TREATED	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
SUSPECTED MRSA TREATED	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
GRIEVANCES														
INMATES WITH GRIEVANCES	0.1	0	1	0	0	0	0	0	0	0		0		1
DISSATISFIED WITH MEDICAL CARE	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
DISSATISFIED WITH DENTAL CARE	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
DISSATISFIED WITH MENTAL HEALTH CARE	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
DISSATISFIED WITH STAFF CONDUCT	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
DISSATISFIED WITH DELAY IN HEALTHCARE	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
PROBLEMS WITH MEDS	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
REQUEST TO BE SEEN	0.0	0	0	0	0	0	0	0	0	0	0	0	0	0
OTHER	0.0	0	0	0		0	0	0	0	0	0	0	0	0

APPENDIX A: PRICING WORKSHEETS – WCA DF

Salaries

Discipline/Title	Hourly Rate	Hourly Rate with Benefits
Health Administrator		
Director of Nursing		
RN		
LPN		
Medical Assistant		
Medical Director		
Nurse Practitioner		
Dentist		
Dental Assistant		
Administrative Assistant		
Medical Records Clerk		
Psychiatrist (if applicable)		
Social Worker (if applicable)		

Shift Differentials

Discipline/Title	Evenings	Nights	Weekends
RN			
LPN			
Medical Assistant			

APPENDIX B: PRICING WORKSHEETS – RVJDC

Salaries

Discipline/Title	Hourly Rate	Hourly Rate with Benefits
Health Administrator		
Director of Nursing		
RN		
LPN		
Medical Assistant		
Medical Director		
Nurse Practitioner		
Dentist		
Dental Assistant		
Administrative Assistant		
Medical Records Clerk		
Psychiatrist (if applicable)		
Social Worker (if applicable)		

Shift Differentials

Discipline/Title	Evenings	Nights	Weekends
RN			
LPN			
Medical Assistant			

Appendix C:**LINE ITEM PRICING for WCADF**

Cost Item	Year 1	Year 2	Year 3
Salaries (nursing and clerical)			
Professional fees (physician and dental)			
Off -site services including ER, Off site consults, ambulance and professional fees			
Inpatient hospitalization			
Pharmaceutical services			
Laboratory services			
X-ray services MRI etc			
Office supplies and medical records			
Medical supplies			
Dental supplies			
Waste management			
Accreditation fees			
Orientation and training of staff			
Recruitment costs			
Equipment (please list items)			
Malpractice insurance			
Miscellaneous (please define)			
Bid Bond Costs			
Performance Bond Costs			
Profit and overhead			
Electronic Medical Record			
Total Cost (without Mental Health)			
Mental Health services (include all Mental Health related costs)			
Total Cost (with Mental Health)			

Appendix D:**LINE ITEM PRICING for RVJDC**

Cost Item	Year 1	Year 2	Year 3
Salaries (nursing and clerical)			
Professional fees (physician and dental)			
Off -site services including ER, Off site consults, ambulance and professional fees			
Inpatient hospitalization			
Pharmaceutical services			
Laboratory services			
X-ray services MRI etc			
Office supplies and medical records			
Medical supplies			
Dental supplies			
Waste management			
Accreditation fees			
Orientation and training of staff			
Recruitment costs			
Equipment (please list items)			
Malpractice insurance			
Miscellaneous (please define)			
Bid Bond Costs			
Performance Bond Costs			
Profit and overhead			
Electronic Medical Record			
Total Cost (without Mental Health)			
Mental Health services (include all Mental Health related costs)			
Total Cost (with Mental Health)			

Date Mailed: 10-11-16
PreBid: 10-28-16, 10:00 A.M.
Due: 11-29-16, 11:00 A.M.
Open: 11-29-16, 11:10 A.M.

**PURCHASING DEPARTMENT
 COUNTY OF WILL
 302 N. CHICAGO ST
 JOLIET, IL. 60432**

**CONTRACT FOR
 HEALTH CARE SERVICES
 ADF & RVJC INMATE MED
 BID #2017-15**

The Bidder proposes to provide he Products and/or services in accordance with the specifications attached herein.

COMPANY NAME _____
 ADDRESS _____
 CITY _____ STATE _____ ZIP _____
 CONTACT _____
 Email _____
 PHONE _____ FAX _____ FEIN # _____

THIS IS NOT AN ORDER

Agency Name and Delivery Address: WILL COUNTY WCADF - 95 S. CHICAGO ST - JOLIET, IL. 60432

For Additional information contact: RITA WEISS, PURCHASING DIRECTOR, 815-740-4605

Yearly Cost totals must be placed in the appropriate spaces for each year.
 Percentages or other words will not be accepted.

QUANTITY	DESCRIPTION	YEARLY COST W/Out Mental Health	YEARLY COST W/ Mental Health
1 st YEAR	TOTAL COST FOR FIRST YEAR LINE ITEM PRICING, AS SPECIFIED ON PAGE 50 OF BIDDING DOCUMENTS	\$	\$
2 ND YEAR	TOTAL COST FOR SECOND YEAR LINE ITEM PRICING, AS SPECIFIED ON PAGE 50 OF BIDDING DOCUMENTS	\$	\$
3 RD YEAR	TOTAL COST FOR THIRD YEAR LINE ITEM PRICING, AS SPECIFIED ON PAGE 50 OF BIDDING DOCUMENTS	\$	\$
	GRAND TOTAL	\$	\$

Total contract amount written in words. In case of discrepancy, the amount in words shall govern.

Remarks:

Signed By: _____

Place Corporate Seal Here

Title: _____

Date Mailed: 10-11-16
PreBid: 10-28-16, 10:00 A.M.
Due: 11-29-16, 11:00 A.M.
Open: 11-29-16, 11:10 A.M.

**PURCHASING DEPARTMENT
 COUNTY OF WILL
 302 N. CHICAGO ST
 JOLIET, IL. 60432**

**CONTRACT FOR
 HEALTH CARE SERVICES
 ADF & RVJC INMATE MED
 BID #2017-15**

The Bidder proposes to provide he Products and/or services in accordance with the specifications attached herein.

COMPANY NAME _____
 ADDRESS _____
 CITY _____ STATE _____ ZIP _____
 CONTACT _____
 Email _____
 PHONE _____ FAX _____ FEIN # _____

THIS IS NOT AN ORDER

Agency Name and Delivery Address: WILL COUNTY RVJDC – 3200 West McDonough, Joliet, IL 60431
For Additional information contact: RITA WEISS, PURCHASING DIRECTOR, 815-740-4605

Yearly Cost totals must be placed in the appropriate spaces for each year.
 Percentages or other words will not be accepted.

QUANTITY	DESCRIPTION	YEARLY COST W/Out Mental Health	YEARLY COST W/ Mental Health
1 st YEAR	TOTAL COST FOR FIRST YEAR LINE ITEM PRICING, AS SPECIFIED ON PAGE 51 OF BIDDING DOCUMENTS	\$	\$
2 ND YEAR	TOTAL COST FOR SECOND YEAR LINE ITEM PRICING, AS SPECIFIED ON PAGE 51 OF BIDDING DOCUMENTS	\$	\$
3 RD YEAR	TOTAL COST FOR THIRD YEAR LINE ITEM PRICING, AS SPECIFIED ON PAGE 51 OF BIDDING DOCUMENTS	\$	\$
	GRAND TOTAL	\$	\$

Total contract amount written in words. In case of discrepancy, the amount in words shall govern.

Remarks:

Signed By: _____

Place Corporate Seal Here

Title: _____

Date Mailed: 10-11-16
Due: 11-29-16, 11:00 A.M.
Open: 11-29-16, 11:10 A.M.

COUNTY OF WILL
PURCHASING DEPARTMENT
302 N. CHICAGO ST.
JOLIET, IL. 60432

HEALTH CARE SERVICES
WCADF & RVJDC
INMATE MEDICAL
BID #2017-15

The Bidder proposes to provide the products and/or services in accordance with the specifications attached herein.

COMPANY NAME _____
ADDRESS _____
CITY _____ STATE _____ ZIP _____
CONTACT _____
Email _____
PHONE _____ FAX _____ FEIN # _____

THIS IS NOT AN ORDER

Agency Name and Delivery Address: WCADF & RVJDC, JOLIET, IL

For additional information contact: RITA WEISS, PURCHASING DIRECTOR rweiss@willcountyillinois.com

ADDENDUM RECEIPT: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

ADDENDUM RECEIPT: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

ADDENDUM RECEIPT: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

ADDENDUM RECEIPT: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

LATE BIDS CANNOT BE ACCEPTED!

VENDOR RETURN ADDRESS:

SEALED BID DOCUMENT

BID #: 2017-15
DUE DATE: 11-29-16
DUE: 11:00 A.M.
DESCRIPTION: WCADF & RVJDC MEDICAL SVCS

**DATED MATERIAL-DELIVER IMMEDIATELY
WILL COUNTY PURCHASING DEPARTMENT
302 N. CHICAGO ST., 2ND FLOOR
JOLIET, IL 60432**

PLEASE CUT OUT AND AFFIX THIS BID LABEL (ABOVE) TO
THE OUTERMOST ENVELOPE OF YOUR SEALED BID TO
HELP ENSURE PROPER DELIVERY!

LATE BIDS CANNOT BE ACCEPTED!