

**Questions and Answers (updated 3/3/2010)
 Story County Decategorization
 FY11 Weekend Offender Program (Female Adolescents) DCAT5-11-002**

The following questions were asked during the Applicant Conference on 2/16/2010:

Q: Under the Scope of Work, Contract Deliverables 1.5.1 letter (h), it notes the contractor shall be licensed and maintain a shelter care facility, with a 5:1 staff ration. Does this mean the agency must have a valid shelter license or that the Girls Weekend Offender Program site must be the licensed shelter? What shelter license type is required? Is there flexibility in the licensing and staff ratio?

A: The agency must ensure the program location can adequately provide the services requested while meeting applicable licensing requirements of the State of Iowa.

Q: Under the Scope of Work, Contract Deliverables 1.5.1 letter (g), how is it anticipated the Contractor will integrate progression of responsibilities and expectations for youth participants attending more than one week?

A: The weekend offender program should be a short term solution for referred youth rather than as a recurring intervention for youth that need more in-depth programming. Youth participant behaviors resulting in referral to the program and youth individual goals developed in collaboration with the Contractor (see Scope of Work, Contract Deliverables 1.5.2) should be used to determine appropriate progression of responsibilities and expectations for youth participants attending more than one week.

Q: Under the Scope of Work, Contract Deliverables 1.5.1 letter (j), how will the system to assess youth success in completing the program be developed? Will this be a case-by-base situation based on the JCO referring the youth?

A: The Contractor will work with the 2nd Judicial District Juvenile Court Services administrators to develop an evaluation of youth success. A successful weekend may be defined as:

- Behavior under control
- Follow program rules
- Honest look at issues resulting in referral
- Develop plan to avoid behavior or choices resulting in referral
- Offer positive feedback to others

Q: What is the average utilization of the existing girls weekend offender program for the prior contract periods? What have been the locations of the referrals within the 2nd Judicial District Juvenile Court Services region historically? Has there been family involvement in the current girls weekend offender program? What have been the success rates for the current girls weekend offender program contract periods?

A: The following data represents the existing girls weekend offender program:

	Weekend Totals	County of Residence	Outcomes
FY09 (Oct '08 - Jun '09)	Average 2-3 sessions per month Average 5 youth per weekend 21 total participants	Cerro Gordo 14% Webster 29% Marshall 29% Story 19% Hardin 5% Boone 5%	Youth successfully completing program requirements = 80% Youth not re-offending or having further law violations within six months after successfully completing the program = 45% Youth not violating probation/ parole within six months after successfully completing the program = 50% Youth not placed in detention/ shelter care within six months after successfully completing the program = 61%
FY10 (partial, Jul - Dec '09)	Average 2-3 sessions per month Average 6 youth per weekend 28 total	Cerro Gordo 7% Webster 25% Marshall 39% Story 11% Boone 7%	Youth successfully completing program requirements = 96% Youth not re-offending or having further law violations within six months after successfully completing the program = 65% Youth not violating probation/ parole within six months

	participants	Hamilton 11%	after successfully completing the program = 47% Youth not placed in detention/ shelter care within six months after successfully completing the program = 47 %
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Has there been family involvement in the current girls weekend offender program? There has not been a defined family involvement component in the existing girls weekend offender program. For the purposes of the services sought through this RFP, the following family involvement is desired: A 6-month follow up survey of parents to determine how they feel the weekend program has helped their child; this may be a simple survey, such as allowing parents to indicate positive, negatively, or neutral ratings on the program benefit for their youth. Parents should also be given the opportunity to provide additional comments regarding the program.

Q: As a recommendation, if the staffing ratio is to be 5:1, it would be good to set a session cap at 10.

A: Applicants may indicate interest in a 6-month trial period (e.g., July – December) for a cap of 10 juveniles to help with the staffing requirements. After that trial period, the weekend session cap would be revisited to evaluate if there have been problems serving all youth referred for the program.

Q: Is there Aggression Replacement Training scheduled locally in the near future?

A: Yes, an ART training is tentatively scheduled for April in the Second Judicial District Juvenile Court Services area. Juvenile Court Services will notify agencies that have submitted letters of intent as details on this training are available.

UPDATE: There is an ART training scheduled for April 29 and 30, 2010. The training will be in the Charles City area. There are seats available for the training. For more information contact Jan Streich (e-mail: jstreic@dhs.state.ia.us; phone: (641) 228-5713 Ext. 145).

Q: What is meant by 'counseling qualified' in the staff requirements under the Scope of Work, Contract Deliverables, 1.5.1 (h)?

A: The staff that will perform the duties related to the individual and family counseling will at a minimum have a Bachelor's Degree in a Human Service related field and be directly supervised by someone who is licensed and has a Masters Degree in Mental Health, Social Work, Counseling, or other related field.

The staff that will perform the duties related to the skill development will at a minimum have a Bachelors Degree in a Human Service related field and have related experience.

Q: The ART curriculum is designed to be implemented over a 10-week period. Is it understood that given the nature of the services requested, it will not be possible to follow the ART model as designed?

A: Yes; it is expected the contractor would use components of the ART curriculum in the weekend sessions.

Q: Regarding the Performance Measures (page 5), is it possible to clarify the expectation for measuring the percent of participating youth exhibiting the 'desired change in targeted behaviors'?

A: This performance measure has been left broad to allow bidder flexibility to define based on the proposed program implementation and to allow for variances based on the needs of youth referred to the program. This could include tracked youth improvements in academic success, changes in behavior related to substance use, etc.

Q: Can only JCOs make referrals to the weekend offender program?

A: Yes, referrals to the weekend program should come from a JCO.

Q: How many weekends are anticipated for the FY11 contract period given the anticipated funds available?

A: It is anticipated at least 30 weekend sessions would be convened from July 1, 2010 - Jun 30, 2011.

Q: What are the expectations for the pick-up and drop off transportation to be offered as part of the program service?

A: The Contractor would be responsible for working with Juvenile Court Services to identify scheduled pick-up and drop-off locations throughout the 2nd Judicial District. Transportation time should not be counted toward the structured program portion of the weekend session.

Q: Is there flexibility regarding the hours of the structured programming, or does it have to start at 6:00 p.m. on Friday and go through noon on Sunday? Would there be allowances to vary the start time pending transportation needs for referred youth within the service region?

A: The intent is for the Contractor to provide structured programming for participating youth throughout the weekend session. Bidders have flexibility to outline alternate weekend session start and end times based upon their proposed implementation plan outlined in their bid.

The following questions were submitted since 2/16/2010:

Q: How did you arrive at the outcomes in your response to the bidder's conference question?

A: The program outcomes data were taken from the year-end progress reports submitted by the current contractor.