

## ADDENDUM ONE (1) CHANGE IN SCOPE

Date: April 15, 2015

To: All Bidders

From: Chris Kliment, Assistant Administrator  
Nebraska Department of Correctional Services (NDCS)

RE: Addendum for RFP 79429-O3  
to be opened June 1, 2015 at 2:00 p.m. Central Time

### SCOPE OF ADDENDUM

- Amendment to Section I. SCOPE OF THE REQUEST FOR PROPOSAL, A. SCHEDULE OF EVENTS, 4.
- Amendment to Section V. PROJECT REQUIREMENTS, V. MENTAL HEALTH SERVICES
- Amendment to Section V. PROJECT REQUIREMENTS, SS., STAFFING

Section I. SCOPE OF THE REQUEST FOR PROPOSAL, A. SCHEDULE OF EVENTS, 4.  
4. Mandatory Pre-Proposal conference – [April 30, 2015, 9:00 A.M.](#)

Section V. PROJECT REQUIREMENTS, V., MENTAL HEALTH is amended as follows:

Contractor's Mental Health Staff will work with NDCS Mental Health staff to provide the same programming provided in other NDCS facilities to ensure consistency throughout the NDCS. Contractor Mental Health staff will meet with NDCS Mental Health staff at regularly scheduled meetings. Contractor will provide up to [\(but not limited to\) two \(2\) Licensed Mental Health Practitioners, and sixty \(60\) hours of Clinical Psychologist service as defined in SS., STAFFING.](#)

#### Staff Requirements

Services must be performed by Licensed Mental Health Practitioners (LMHP) or Psychologists with current licensure in Nebraska. Prefer Licensed Independent Mental Health Provider (LIMHP) licensure for master's level staff.

Mental Health Practitioners may be required to perform the following duties:

- a. Serve as after-hours Mental Health [Officer of the Day \(OD\) approximately forty \(40%\) percent of the year.](#) This involves taking crisis calls and coming to TSCI to assess and manage cases as needed.

Remaining language under this section will remain the same as detailed in RFP 79429-O3.

Section **V. PROJECT REQUIREMENTS, SS., STAFFING** is amended as follows:

**A. MEDICAL STAFFING**

Required **minimum** staffing:

Unless otherwise noted, staffing core hour requirements are for eight (8) hours per day, **Monday-Friday between the hours of 7:00 AM and 5:00 PM**

<i>POSITION</i>	<b>MINIMUM STAFFING PATTERN</b>
Physician	
Physician Assistant or Nurse Practitioner	
Secretary	
Health Service Administrator	
Dentist	
Psychiatrist	24 hours per week (minimum three (3) days a week)
Psychiatric mid-level	
Optometrist	4 hours per week
Medical Records Clerk	
X-Ray Technician	20 hours per week
Dental Assistant (required)	
Dental Hygienist (optional)	
Director of Nursing	
RN's/LPN's	<ul style="list-style-type: none"> <li>Two (2) nurses will be on duty Monday-Sunday, twenty-four (24) hours per day. One (1) will be an RN</li> <li>Monday-Friday: Five (5) nurses will be on duty from 6AM to 6PM. A minimum of two (2) will be RN's. RN's are required to provide a total of 288 hours per week; LPN's are required to provide a total of 228 hours per week.</li> </ul>
Certified Medication Aides	200 hours a week, Monday-Sunday to coincide with TSCI scheduled medication distribution

Remaining bullet point language under this section will remain the same as detailed in RFP 79429-O3. Then add:

**MENTAL HEALTH STAFFING**

Required **minimum** staffing:

<i>POSITION</i>	<b>MINIMUM STAFFING PATTERN</b>
Clinical Psychologist	Sixty (60) hours per week
Licensed Mental Health Practitioners (LMHP)	Up to two (2) LMHP's.

Contractor will provide the cost of adding additional LMHP positions in their staffing plan. Bids for Medical Services and Mental Health Staffing need to be on separate staffing plans and cost proposal. NDCS reserves the right to not award Mental Health staffing dependent on cost.

Mental Health clinical notes will be typed and placed in the appropriate NDCS database.

This addendum will become part of the proposal and should be acknowledged with the Request for Proposal.

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