

Addendum 6
RFP #DOC-RES-2025-SM
Connecticut Department of Correction

Residential Community Services

The Connecticut Department of Correction (The Department) is issuing Addendum 6 to RFP #DOC-RES-2025-SM. All requirements of the original Request for Proposals (RFP) except those requirements specifically changed by this addendum shall remain in effect. In the event of any inconsistency between information provided in the RFP and information in this addendum, the information in this addendum shall prevail.

This addendum provides revisions to the RFP for **Sex Offender** program proposals and extends the **due date for these proposals until Friday, December 6, 2024**. Proposers are reminded to upload their proposal to CTSOURCE and **email a copy to DOC.RFP@ct.gov**.

Due to these RFP revisions the Department will allow an additional question period on these revisions. Questions shall be submitted by **November 15, 2024**. Questions originally posed to the Sex Offender Program and their answers are also contained in this addendum.

In summary, the Department is seeking proposals from Providers to continue the operation of a 24 bed residential sex offender treatment program. Twelve of the beds will be utilized by DOC and 12 of the beds will be utilized by JBCSSD. The program shall operate out of its current location on the grounds of the Corrigan Radgowski Correctional Institution in the Uncasville section of Montville on state owned property at 984 Norwich New London Turnpike, Uncasville, CT.

The following sections of the RFP published on September 11, 2024 are hereby revised:.

II. PURPOSE OF RFP AND SCOPE OF SERVICES,

C. SCOPE OF SERVICE DESCRIPTION

2. Service Expectations

- Catchment Area
- Intake/OrientationAssessment
- Treatment Approaches
- Sex Offender Treatment Program

2. Service Expectations, such as:

Catchment Areas: *The Department seeks proposals for the operation of a 24 bed Residential Sex Offender Treatment Program (12 DOC beds and 12 JBCSSD beds) located on the grounds of the Corrigan-Radgowski Correctional Institution in the Uncasville section of Montville, Connecticut on state owned property at 984 Norwich New London Turnpike, Uncasville, CT.*

Intake/Orientation/Assessment. *Respondents shall describe the process followed for each offender intake, as well as the topics covered during the orientation period. Orientation periods should not exceed one week, and should focus on initial development of an Individualized Service or Treatment Plan.*

Orientation must include assessment by a validated needs assessment tool(s), one of which should include the Statewide Collaborative Offender Risk Evaluation System (SCORES) for males and the Womens Risk Needs Assessment (WRNA) tool for women.

Proposals should also describe the proposer's quality assurance process to ensure fidelity with the administration of assessment tools

Proposals for Residential Sex Offender programs must include an initial clinical intake assessment completed by a licensed clinician upon arrival and a medication assessment by an appropriate licensed medical profession as deemed necessary.

These proposals should also include an explanation of use of any validated **risk and needs** mental health assessment tool (such as the ~~CAI, SASSI, ASI, T-ASI, TCUDS II, Static 99, SOTIPS, Credibility Assessments~~, etc.).

Proposers should also describe how crisis and emergency placements will be handled.

Treatment Approaches: Respondents shall address how Program staff, in conjunction with the resident, shall work together to develop an Individual Service/Treatment Plan that addresses the resident's primary criminogenic needs. The plan shall incorporate information obtained from assessments, and should identify needed services and goals.

~~For the Sex Offender Treatment program treatment plans shall be developed in collaboration with Treatment Providers: Treatment associated with the sexual offense or problematic sexual behavior of the offender will be provided by a contracted provider. The provider awarded the right to negotiate a contract for services through this RFP for the residential sex offender program will be expected to maintain a contractual relationship with the contracted sexual offender treatment provider for appropriate treatment services.~~

Sex Offender Treatment Program

The Department expects programs of this type to function as a clinical treatment program providing individual and group treatment with the goal upon completion of the program for each individual to obtain employment and make suitable living arrangements, or be transferred to a Department-contracted work release program for the remainder of the individual's supervision.

The Department expects this program to be operated on State owned property at 984 Norwich-New London Turnpike in the Uncasville section of Montville and must be run in accordance with the Letter of Agreement between the Town of Montville, CTDOC and JBCSSD as attached in Appendix H.

The following components must be addressed.

Collaboration with Treatment Providers: **Proposers are expected to collaborate with the contracted non-residential** Treatment Provider associated with the sexual offense or problematic sexual behavior of the offender **prior to offender's discharge for continuity of care** will be provided by a contracted provider. The provider awarded the right to negotiate a contract for services through this RFP **for the sex offender program** will be expected to maintain a contractual relationship to **collaborate** with JBCSSD's Contracted Treatment Provider for appropriate treatment services. ~~Such contractual relationship, including funds associated with the services to be provided must be clearly explained in the proposal. The Department prefers that treatment provided by~~

~~the contracted treatment provider be provided at the residential program site operated by the contractor chosen as a result of this RFP.~~

- Employment Assistance: Proposals must describe the modalities by which the program will provide job development, job readiness and job retention.

- ~~Job Development~~

~~Programs should actively pursue employment opportunities for offenders, utilizing community outreach to employers. Emphasis should be placed on recruitment of employers willing to provide sustained and meaningful employment for offenders.~~

- Job Readiness

Programs should include a component that assists offenders with the development of skills designed to promote their employability. This may include:

- Employment counseling
- Career counseling
- Job search techniques
- Employability skills training
- Resume assembly
- Interviewing skills
- Application preparation
- Transportation arrangements

- ~~Job Retention~~

~~Programs should work with offenders to develop job retention techniques.~~

- Behavioral Health Services: Proposals must describe the program's capability of and plans for providing substance abuse treatment and counseling services as well as mental health screenings, evaluations and treatment.

- Case Management Services: Proposals must describe their plans for the provision of case management services including but not limited to:

- Vocational Training
- Educational Advancement
- Oversight of Offender Monies

*This component is mandatory. ~~Upon employment,~~ contractors will be expected to establish a savings account for each offender. Specific guidelines for offender savings accounts are defined in the **Department's Parole and Community Services Residential Provider Manual, Section I.B (8&9)** of this RFP.*

- Referrals
- Drug Testing

Describe your agency's policies and procedures regarding urine testing of CTDOC offenders. This procedure is mandatory.

- Transportation
Programs awarded as a result of this RFP will be expected to provide a method of transportation for offenders. This includes transportation to/from medical appointments, job interviews, etc.
- Counseling
- Crisis Intervention Services
- Discharge Planning
In conjunction with the offender's Individual Treatment Plan, program staff should work collaboratively with the offender to develop a Discharge Plan. The Discharge Plan should include permanent housing upon release, benefits eligibility, linkage to local community agencies, etc. The plan may include subsidies in the form of vouchers for housing. Preference will be given to those proposals demonstrating a program designed to find housing for offenders upon release from the residential program. Costs for operation of this component must be detailed in the budget section of this RFP.
- *Aftercare – Proposer should include linkages to community based sex offender treatment services.*
- Community Advisory Board: Proposals must demonstrate linkages to the community through the establishment of entities such as a Community Advisory Board. Such board, or other entity, should be comprised of local community officials, such as police officials, community leaders, housing officials, neighborhood representatives, etc. This Advisory Board need not have official capacity in the oversight of the program, but should be utilized to further enhance relationships between the Department, the Provider and the Community.

The Community Advisory Board should also provide periodic informational sessions designed to educate the community regarding residential placement of sex offenders, and may be required to work collaboratively with other entities to increase public awareness and provide public education regarding reintegration of offenders convicted of sexual offenses.

Questions and Answers

The following are the questions submitted to the RFP by the question deadline of September 30, 2024. Many of the answers to these questions have been addressed through the revisions made in this RFP and the Department's expectation that the Residential Sex Offender Treatment program provide room and board along with treatment services at the current program site.

Question 1:

For Sex Offender beds, do those have to be located in a licensed clinical facility? New Opportunities, Inc. is a community action agency, we do not offer clinical care. We do refer clients in need to external BH providers? Would we be able to apply under those categories also?

Answer 1: Refer to addendum revisions. Sex Offender treatment services are expected to occur on site, therefore DPH licensing requirements would apply.

Question 2:

- We would be proposing to continue operations at The January Center. It is our understanding that there was previously an MOU in place between the Town of Montville, DOC and the Judicial Branch as it relates to the Residential Sex Offender Treatment program on the grounds of Corrigan Radgowski Correctional Center. The MOU outlined that clients would be unable to leave the facility unless escorted by staff. We would like to confirm as to if this MOU is still in place and if clients are only able to leave the grounds of the facility with a staff escort. (MOU attached for reference)

Answer 2: The MOU and all requirements outlined remain in effect. The MOU is included in this addendum and added to the RFP as Appendix H.

Question 3:

The RFP outlines employment as an important component of programming.

- 3a. We would like to confirm that clients are allowed to leave the facility for purposes of employment without a staff escort if they are approved to work by their supervising officer.
Answer 9a: Not applicable, refer to amendment. Employment is not part of the Sex Offender Program.
- 3b. We understand that it may be necessary to provide clients with transportation to/from employment or job search opportunities. If there is a minimum number of staff that the Department expects to be on-site at the program we would like to confirm that we should include additional staffing in the staffing Matrix to account for transportation related to employment.

Answer 3b: Not applicable, refer to amendment. Employment is not part of the Sex Offender Program.

Question 4:

The RFP notes that case management services are to include educational advancement.

- Would clients be allowed to leave the facility to engage in continuing education classes? I.e. to obtain their GED with approval of the supervising officer? If so, would staff be expected to stay onsite at the location?

Answer 4: Clients would not be allowed to leave to engage in continuing education while participating in residential Sex Offender treatment programming.

Question 5:

The RFP indicates that the program will be expected to provide a method of transportation to/from medical appointment, job interviews etc.

- We would like to clarify as to if all transportation needs are to be provided by staff or if clients may use public transportation independently when appropriate.

Answer 5: Clients may not use public transportation independently. Transportation must be provided by staff.

Question 6:

The RFP states that sex-offender related treatment will be provided by a contracted provider.

- Our Agency provides outpatient sex-offender treatment services. Would it be acceptable to directly employ clinicians at the residential treatment program, rather than contract these services out, if the clinician(s) receive training and supervision by the outpatient sex-offender treatment program?

Answer 6: Refer to amendment revisions. Treatment is to be provided at the program.

Question 7: The RFP indicates that an initial clinical intake assessment be completed by a licensed clinician upon arrival.

- Is provisional licensure acceptable ie. an LMSW, LPC-A?

Answer 7: The Department prefers full licensure, however is willing to review proposals detailing the plan to arrive at full licensure.

Question 8: It is noted that a medication assessment should be completed by an APRN within 24 hours of admission.

- 8a. Is it expected that this assessment be administered by a community-based provider? If so, is the department aware of a provider that can provide a same day med evaluation?

Answer 8a: Refer to amendment revisions.

- 8b. In our experience a clinical evaluation conducted by a licensed therapist often determines whether a medication evaluation is necessary. Is the Department requesting that all clients receive an evaluation regardless of clinical history and need?

Answer 8b: Refer to amendment revisions.

- 8c. Clients who are admitting from the Department of Correction or those who are admitting and enrolled in outpatient clinical treatment have already received a medication assessment when clinically necessary. If the program receives collateral information that demonstrates there is not a need for a medication assessment, can this requirement be waived with the understanding that if a clinical need arises the client will be connected to treatment services including medication management as appropriate?

Answer 8c: Refer to amendment revisions.

- 8d. Is the 24-hour expectation inclusive of Holiday's and Weekend's?

Answer 8d: Refer to amendment revisions.

- 8e. To ensure continuity of care and appropriate risk management, can the proposal include a plan inclusive of connecting clients to appropriate outpatient treatment services during their admission to the Residential Treatment Program for mental health/substance use/medication management to ensure the individualized needs of each client is met?

Answer 8e: Refer to amendment revisions.

- 8f. Is it expected that the program contracts an APRN to provide medication assessments on admission? If so, would it be possible to have the 24-hour timeframe extended to within 5 business days unless there is an urgent need identified at the time of admission?

Answer 8f: Refer to amendment revisions.

- 8g. If the program is expected to contract for APRN services and it is not possible to extend the timeframe to 5 business days is the expectation that the program includes in their budget daily APRN on-call coverage?

Answer 8g: Refer to amendment revisions.

- 8h. Would it be expected that clients who are not prescribed psychiatric medication and who are not determined to need further assessment by the licensed clinician for medication management on intake still have a medication assessment completed?

Answer 8h: Refer to amendment revisions.



**LETTER OF AGREEMENT
BETWEEN
TOWN OF MONTVILLE, CONNECTICUT
AND
THE CONNECTICUT DEPARTMENT OF CORRECTION
AND
The Connecticut JUDICIAL BRANCH**

Agreement made between the Town of Montville, Connecticut (hereinafter TOWN), the Connecticut Judicial Branch, through its Court Support Services Division (hereinafter CSSD) and the Connecticut Department of Correction (hereinafter CTDOC).

WHEREAS, CTDOC is required by Public Act 08-01 to establish a 12-bed, staff secure residential treatment program for Sex Offenders; and

WHEREAS, CSSD is also required to establish such a program for 12 probationers by Public Act 08-01; and

WHEREAS, CTDOC and CSSD have both, separately, issued a Request for Proposal for such required programming; and

WHEREAS, both CTDOC and CSSD selected the same contractor and entered into joint negotiations with that contractor to develop a combined 24-bed program; and

WHEREAS, the selected contractor, The Connection, Incorporated (TCI) , has submitted 6 possible locations for this program; and

WHEREAS, the CTDOC and CSSD have determined the program is to be sited on the ground of the Corrigan-Radgowski Correctional Institution; and

WHEREAS the Town has taken an appeal of the dismissal of its lawsuit challenging the placement of the program in the Town, and has agreed to withdraw its appeal; now

THEREFORE, the parties agree as follows:

I. Term, Termination and Modification:

1. As used herein, the term "Program" refers to the Residential Sex Offender Treatment Program ("program"), which shall not exceed 24 residents, nor shall the Program's physical dimensions be expanded.
2. The term "Service Provider" shall refer to TCI or any successor entity that operates the Program.

3. This Agreement will commence upon full execution of this document, and will remain in effect, at a minimum, until June 30, 2013 unless funding for the program is eliminated prior to that date. After June 30, 2013, CTDOC, CSSD and/or the Town may terminate the agreement either by (a) mutual agreement, or (b) thirty days written notice and good cause shown. The terms and conditions of this Agreement may be modified only by mutual written Agreement between the parties. Termination and/or modification of this agreement shall not relieve CTDOC or CSSD of their obligations to establish a staff secure, residential treatment program for sex offenders pursuant to P.A. 08-01.

II. General Terms and Conditions

1. The CTDOC and CSSD shall keep CTDOC's Prison Public Safety Committee apprised of their compliance with the provisions of this Letter of Agreement (LOA) and generally of the operation of the Program. The Prison Public Safety Committee shall make this a standing agenda item for each meeting. Representatives from Parole and Adult Probation familiar with the operation of the program shall attend each of these meetings.
2. The Program shall be located on the grounds of the Corrigan-Radgowski Correctional Institution and shall be designed and constructed (including landscaping and plantings) so that it shall be visually screened from public view. There shall be no reference to the "Town of Montville" or anything of a similar nature in the name of the Program nor shall there be any road front signage at or near the road entrances to the facility providing notice of the existence of the Program.

III. Security and Emergency Planning

1. Before admitting Program residents to the Program, the CTDOC and CSSD shall establish written emergency response and security plans for the Program, which plans shall include: internal and external security, alarms, video surveillance and possible onsite electronic monitoring, and provisions for ongoing security cooperation among the CTDOC, CSSD, the Service Provider, the Town of Montville Police Department and the Montville State Police Barracks Commander. A copy of said procedures shall be provided to the Montville State Police Barracks Commander. Based on the CTDOC requirements, abbreviated plans may be provided to entities other than the Montville State Police Barracks Commander. The Montville State Police Barracks Commander will not be authorized to share the full emergency plan with other entities.
2. The security plan described in the preceding paragraph shall provide that CTDOC shall include the exterior of the Program in its Corrigan CI security tours, including its perimeter security tours.

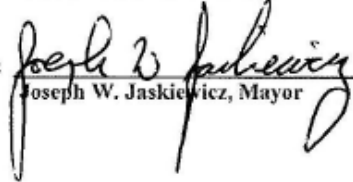
3. The security and emergency plans shall also include provisions for CTDOC staff response and community notification in the event of emergencies and security breaches, and CTDOC shall include the Program in its emergency response plan for the Corrigan CI (including its plans for dealing with attempted escapes, escapes, and absences without permission from the Program).
4. Razor wire fencing shall be installed and maintained around the entire perimeter of the Program and all gates shall be alarmed. The area enclosed by the fence shall be the Program Security Perimeter.

IV. Program Resident Management, Movement and Monitoring

1. All Sex Offender Treatment activities shall be conducted inside the fence surrounding the Program Security Perimeter. This will include exercise and recreation.
2. Notwithstanding the previous paragraph, Program residents will be taken off-site on occasion, e.g., for the purpose of reviewing housing and employment opportunities upon release from the Program.
3. All visits with Program participants will be conducted inside the Program security perimeter.
4. Program residents shall not be allowed outside the Program security perimeter unless escorted by the Service Provider, Judicial or DOC staff. In the event that the Service Provider transports a resident for medical treatment, the Service Provider will contact appropriate supervision staff at CSSD or DOC. Service Provider staff shall not remain with the resident after the resident is admitted to a hospital or other extended care medical facility.
5. Before admitting residents to the program, DOC and CSSD will amend the contract with the current Service Provider to incorporate the terms and conditions set forth herein. DOC and CSSD shall include the terms and conditions set forth herein in any contract with a future Service Provider that operates the Program during the duration of this LOA.
6. In no case will a Program resident be permitted outside the Program security perimeter unescorted, except in the case of admission to a hospital or other extended care medical facility as provided above. Program residents, even if escorted, shall not use public transportation, except that emergency vehicles may be used, as needed.
7. Each Program resident, as required by law, shall submit to DNA sampling and polygraph testing and shall be registered on the State of Connecticut Sexual Offender registry.

8. The CTDOC or CSSD or both shall assure registration compliance, as required by law. CTDOC or CSSD or both shall at all times assure that the on-line sex offender registry is current to indicate all residents of the Program are properly registered. In the event a Program resident is not current, CTDOC and CSSD shall require the Service Provider to work with the resident to properly update his registration. To the extent permitted by law, the CTDOC or CSSD will include complete background information on all Program residents.
9. Upon release, the CTDOC and/or CSSD and/or the Service Provider shall transport each Program resident to his home community or other appropriate location. In no case will a Program resident be released into the Town unless the Town is documented as the program resident's home community or, in the event the resident remains under the supervision of CTDOC or CSSD upon release from the program, the program resident's family resides in the Town and the family is involved in the resident's overall supervision plan.
10. At least annually the Commissioner of CTDOC and/or the Executive Director of CSSD, or their designees, shall meet with representatives from the Town to review the Program.
11. A CTDOC parole officer or officers stationed in the Norwich/New London parole office shall be assigned direct responsibility for each CTDOC Program resident under their supervision. CSSD shall assign a Probation Officer for each Program resident under its supervision.
12. CTDOC and CSSD shall require the Service Provider to have at least three staff persons on site at all times unless an emergency situation requires staff to leave the program.
13. The Montville Resident Trooper shall be provided with a roster of the program residents that will include the name, home community and criminal conviction information of each program resident. CTDOC shall update the roster each time a resident is admitted and discharged from the facility.
14. Residents will not participate in any work release programs or otherwise be employed in the Town of Montville.
15. The parties acknowledge that this agreement, once executed by the parties, is a public document as defined by Conn. Gen. Stat. § 1-210.
16. For the purpose of sending and receiving notices under this agreement, the parties designate the following representatives: The Commissioner of the CTDOC, the Executive Director of CSSD and the Mayor of the Town of Montville.

TOWN OF MONTVILLE

By: 
Joseph W. Jaskiewicz, Mayor

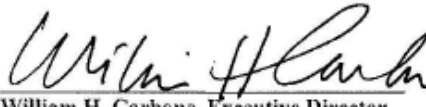
Date: 08-20-11

STATE OF CONNECTICUT
DEPARTMENT OF CORRECTION

By: 
Leo C. Arnone, Commissioner

Date: 10-4-11

STATE OF CONNECTICUT
JUDICIAL BRANCH
COURT SUPPORT SERVICES DIVISION

By: 
William H. Carbone, Executive Director

Date: 10-5-11

Addendum 6
RFP #DOC-RES-25-SM
State of Connecticut
Department of Correction

Residential Community Services

Date Issued: November 12, 2024

This Addendum Acknowledgement must be signed and included with your proposal.

Printed/Typed Name

Authorized Signature