

Written inquires for RDQ SO Treatment, SO Polygraph, and SO Evaluations.

1. Do all staff have to undergo another background check if the SOMB has done this, also is this including admin staff?

Background Checks: “The Colorado Judicial Department requires that all persons who perform services under an agreement entered pursuant to this RDQ must pass a criminal background check before working under the agreement, which background check shall be valid for two (2) years. All such background checks will be carried out, at no charge to the contractor or the worker, by the Judicial Department’s Human Resources Division under standards developed by the Judicial Department. No person shall perform any work under the agreement without having in place a valid criminal background check. The decision as to whether the worker passes the criminal background check will be in the sole discretion of the Judicial Department.” Additionally, a background check is required on all administrative staff.

2. Is ReliaTrax included in this as I did not see it?

Yes, we did not include this information in the RDQ and, it is still our intent to require all vendors to subscribe to ReliaTrax as a condition of the contract.

3. The monthly cost is based on what probation would pay or the client, as we discussed earlier it would be different?

The fees charged for specific services will be pre-determined and will be outlined in the contract. We plan to review the financial information submitted in the document quotes and select a State Pay rate that represents the industry average.

4. I believe this applies to adult services, and not currently to juvenile providers. Please clarify.

As stated in the RDQ, this contract will apply only to adult offense specific services.

5. Do you want me to submit separate binders for our juvenile program?

As stated above, we are only contracting for Adult Offense Specific services.

6. On attachment A what is the FEIN number? I assume this is the VIN/TIN for my corporation. Right?

The FEIN number is a unique nine digit number assigned by Internal Revenue Service. It stands for Federal Employer Identification Number. Attachment A only requires the FEIN number be submitted.

7. What do I put for "payment terms"?

In attachment A, please include your requirements and terms of payment that your agency would accept once services have been rendered.

8. Do you want me to submit information about juvenile evaluations as well as adults?

Again, this contract is only for adult offense specific treatment and services not juvenile treatment and evaluation services.

9. Do you need to have copies of evaluations for diverse populations like female offenders and the CCA?

If you provide services for a diverse group, please provide any available work samples you think may help us in our selection process.

10. Do you want me to submit this in like a three ring binder or is a tabbed presentation folder sufficient?

It does not have to be submitted in a three ring binder but, it must be clearly tabbed as required in the instructions.

11. Under tab 1, question 1, all the standards that are listed, do you want some sort of reference to each of those standards? Are you looking for some sort of statement about how we are going to administer each of the standards that are listed? Questions 2 and 3 address some of these already, so I just want to make sure.

The standards that are identified in the Tab 1 Question 1 in the RDQ are representative of the SOMB guidelines. We are not asking for further documentation. Under Tab 1 question 2 we would like you to provide a description of the quality assurance measures your agency currently employs to address the SOMB standards. Under Tab 1 question 3 we request you provide a description of the unique needs of the target population.

12. Under Tab 2 - question 3 - I am uncertain of the difference between the evals we have done and a "post-plea" evaluation.

When an evaluation has been completed pre-plea, the post plea evaluation is seen as a supplement to the evaluation.

13. Question 4 states that we will complete an SVP when we are referred one by probation. What exactly are you wanting to see? Did you want us to submit a completed SVP?

The probation officer will submit to the provider the SVP assessment in the referral packet when it meets criteria by statute. And, the SVP assessment is to be submitted by the evaluator along with the completed evaluation.