

Request for Quotation

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JOHN ABBOTT

AND AND HESSECOTISES CONDENCETO ATTENUEN CONTRACTOR 304-558-2544

¥203115202 PSI MED INC FD BOX 9569

304-776-7606

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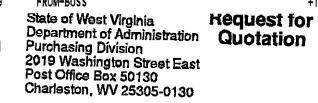
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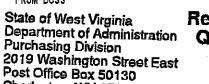
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State of West Virginia Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130 Charleston, WV 25305-0130

304-776-7606

Request for Quotation

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JOHN ABBOTT

ADDERSSION RESPONDENCES DE AMON OFFE 304-558-2544

PSI MED INC PO BOX 9569

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Request for Quotation

COR61374

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*203115202 PSI MED INC PD BOX 9569

S CHARLESTON WV

304-776-7606

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ADDRESSICCHRESPONDENCE TO A FIENTION OF JOHN ABBOTT 304-558-2544

DOPENING TIME 01-50PM CIME 03/25/2008 BID OPENING TIME 01-50PM COLOMITY 00P 02T TEMBURER LINTRICE AMOUNT OF ONE HUNDRED STATE RESIDENTS WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES OR BIDDERS' AFFILIATE'S OR SUBSIDIARY'S EMPLOYEES ARE RESIDENTS OF WEST VIRGINIA MHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID. BIDDER UNDERSTANDS IF THE SECRETARY OF TAX & REVENUE DETERMINES THAT A BIDDER RECEIVING PREFERENCE HAS FAILED TO CONTINUE TO MEET THE REQUIREMENTS FOR SUCH PREFERENCE, THE SECRETARY MAY ORDER THE DIRECTOR OF PURCHASING TO: (A) RESCIND THE CONTRACT OR PURCHASE URDER ISSUED; OR (B) ASSESS A PENALTY AGAINST SUCH BIDDER IN AN AMOUNT NOT TO EXCEED 5% OF THE BID AMOUNT AND THAT SUCH PENALTY WILL BE PAID TO THE CONTRACTING AGENCY OR DEDUCTED FROM ANY UNPAID BALANCE ON THE CONTRACT OR PURCHASE ORDER. BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE PURCHASING DIVISION AND AUTHORIZES THE DEPARTMENT OF PURCHASING APPROPRIATE INFORMATION VERIFYING THAT BIDDER HAS PAID THE REQUIRED BUSINESS TAXES, PROVIDED THAT SUCH INFORMATION DOES NOT CONTAIN THE AMOUNTS OF TAXES PAID NOR ANY OTHER INFORMATION DEEMED BY THE TAX COMMISSIONER TO BE CONFIDENTIAL. UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IT ANYTHING	IA FOR PRESENT TERMS	TERMS OF SALE SHIP	DATE PRINTED
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ADDRESS CORRESPONDENCESIO A HENVIOROF JOHN ABBOTT 304-558-2544

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Request for Quotation

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*203115202 PSI MED INC PJ BOX 9569

304-776-7606

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COR61374

<u>SPECIFICATIONS</u>

Location:

The successful Vendor will be required to travel to or communicate with the following facilities operated by the West Virginia Regional Jail and Correctional facility Authority:

- Central Regional Jail, Flatwoods, Braxton County, WV
- Eastern Regional Jail, Martinsburg, Berkeley County, WV
- Northern Regional Jail, Moundsville, Marshall County, WV
- North Central Regional Jail, Greenwood, Doddridge County, WV
- Potomac Highlands Regional Jail, Augusta, Hampshire County, WV
- South Central Regional Jail, Charleston, Kanawha County, WV
- Southern Regional Jail, Daniels, Raleigh County, WV
- Southwestern Regional Jail, Holden, Logan County, WV
- Tygart Valley Regional Jail, Elkins, Randolph County, WV
- Western Regional Jail, Barboursville, Cabell County, WV

Background:

The West Virginia Division of Corrections manages sentenced adult felons. Currently, there are approximately eleven hundred (1100) of these offenders housed in jails due to lack of prison bed space. The goal of this proposal is to facilitate the classification process in order to transfer inmates into an appropriate facility as soon as possible.

Limits of confidentiality will be observed by the successful Vendor and its practitioners and will be required to sign agreements to adhere to Division of Carrections policy.

The Agency contact personnel during the performance of the contract will be identified and conveyed to the Vendor upon implementation of services.

Scope of Work

Psychological Evaluations: The Agency will administer tests to an estimated sixty (60) to one hundred (100) DOC offenders housed in Regional Jails each month during the contract period. Specifically, these tests are the MMPI-2, Beta-3 and the TABE. On a schedule to be determined by the Division of Corrections and the Regional Jail Authority, the Vendor will be notified electronically of testing completed and be provided with the following documentation: Pre/Post

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Sentencing Reports. CIB report and raw testing data. Utilizing qualified psychologists, the Vendor shall conduct a face to face interview with the offender on the next scheduled interview day and will complete the Social History interview provided by the Agency as well as COR61374

the psychological evaluation. Interviews via telecommunication will be considered to be a face to face contact.

The Vendor shall provide a typed written, signed psychological evaluation in the Agency's format to the WV DOC Movement Coordinator or other Designee within ten (10) working days of the interview date.

Personnel: the Vendor shall provide adequate, qualified, licensed or supervised psychologists for the term of this agreement. The Vendor shall require personnel involved to attend any orientation or training provided by the Agency at the expense of the Vendor. The Vendor shall ensure that all the required West Virginia licenses and credentials associated are active, unrestricted and in good standing. Vendor employees must pass a background investigation conducted by the Agency at no cost to the Vendor. The Agency shall reserve the right of approval/ or removal of any Vendor employee during the contract period.

Standards of Service: All psychological services provided will be in compliance and in accordance with all applicable Federal and State statutes, Court orders and Policy Directives of the WV Division of Corrections and the Standards of the American Correctional Association, 4th edition, 2003 and any revisions or supplements issued thereto.

Agency Policy and Formats: The Vendor will be provided with standard formats for the Social <u>History</u> Interview and the <u>Psychological Evaluation</u> as well as all applicable Agency Policy.

Reports: Psychological evaluations submitted under this Agreement shall be typewritten in the form provided and within the time frame designated with an original signature and date of the submitting and/or supervising psychologist. The Agency reserves the right to return any report not in compliance with the established format. The Vendor shall make the necessary corrections and return it to the Agency within five (5) working days.

Salaries/Wages, Travel and other Expenses: Remuneration of all salaries, wages, travel and any other expenses required for the performance of this contract shall be the responsibility of the Vendor.

COR61374

COST BID

Estimated
Evaluations
Over one (1)

Year Period

600

Extended Cost

\$ 150,600

Cost per Psychological Evaluation

\$ 251.

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RFQ No. COR61374

STATE OF WEST VIRGINIA Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law, or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plain or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

LICENSING: Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Sacretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY: The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit www.state.wv.us/admin/purchase/privacy for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name: PSTMED 3NC	٠
Authorized Signature:	3/29/08