



YOUTH SERVICES SYSTEM, INC.

87 Fifteenth Street, P.O. Box 6041, Wheeling, WV 26003

Phone (304) 233-9627 • Fax (304) 233-0056

www.youthservicessystem.org

39
YEARS OF
EXCELLENCE

September 27, 2013

WV Division of Juvenile Services
Second Floor
1200 Quarrier Street
Charleston, WV 25301

To Whom It May Concern:

Enclosed is Youth Services System, Inc.'s response to your Request For Solicitation (DJS140006) to provide secure detention and rehabilitation services for the Northern Regional Detention Facility.

As per your request, we have attached the following items:

- Solicitation Cover Page signed by YSS's Executive Director
- Copy of YSS's Worker's Compensation Certificate
- Copy of YSS's Commercial General Liability and Professional Liability Insurance Certificate; listing State of WV as Certificate Holder
- Copy of Excess Liability Certificate listing State of WV as Certificate Holder
- As required in Section 3 Qualifications:
 1. Facility's Management Staff work history report as evidence that Vendor will employ and professionally manage their staff.
 2. Narrative of NRJC and YSS's history, experience, and programming as evidence of Vendor's experience. Also includes YSS's WV Business Registration Certificate and WV Certificate of Existence.
- Certification and Signature Pages (signed by YSS's Executive Director)
- Signed & Notarized Purchasing Affidavit
- Signed Vendor Preference Certificate
- Exhibit A – DJS 140006 – Pricing Page

Thank you for this submission opportunity. Youth Services System is looking forward to an excellent working relationship with the Director and Staff of the Department of Juvenile Services. Should you have any questions, or require additional information, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Molly Williams".

Molly Williams
Chief Financial Officer
Youth Services System, Inc.

Enclosures

09/30/13 09:42:08 AM
West Virginia Purchasing Division



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

Solicitation

NUMBER

DJS140006

PAGE

1

ADDRESS CORRESPONDENCE TO ATTENTION OF:

TARA LYLE

304-558-2544

*709045417 01 304-233-9627

YOUTH SERVICES SYSTEM INC
PO BOX 6041

WHEELING WV 26003-0717

V
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DIVISION OF JUVENILE SERVICES

SECOND FLOOR
1200 QUARRIER STREET
CHARLESTON, WV
25301 304-558-6029

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T
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DATE PRINTED

09/12/2013

BID OPENING DATE:

10/03/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		990-46		
SECURE DETENTION & OPERATION SERVICES						
OPEN-END CONTRACT						
THE WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WV DIVISION OF JUVENILE SERVICES, IS SOLICITING BIDS TO PROVIDE SECURE DETENTION AND REHABILITATION SERVICES FOR THE NORTHERN REGIONAL DETENTION FACILITY IN WHEELING, WV, PER THE ATTACHED SPECIFICATIONS.						
ATTACHMENTS INCLUDE:						
1. INSTRUCTIONS TO VENDORS SUBMITTING BIDS						
2. GENERAL TERMS AND CONDITIONS						
3. DJS140006 SPECIFICATIONS						
4. CERTIFICATION AND SIGNATURE PAGE						
5. PURCHASING AFFIDAVIT						
6. RESIDENT VENDOR PREFERENCE (RVP) FORM						
***** THIS IS THE END OF RFQ DJS140006 ***** TOTAL:						2,630,656.08

SIGNATURE

TELEPHONE

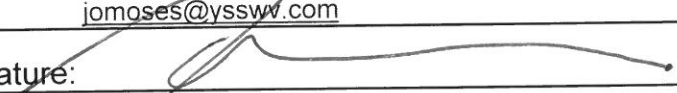
DATE

TITLE

FEIN

ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

DJS 140006-Pricing Page						
EXHIBIT A						
Item #	BED COUNT	Per Diem Rate - Unit Price	Estimated Quantity	Daily Cost	Total Number of Days	Yearly Cost
4.1	Residents 1-8	635	8	5083.30	365	\$1,855,404.81
4.1	Residents 9-14	194	6	1161.65	365	\$424,002.93
4.1	Residents 15-25	87	11	962.32	365	\$351,248.33
					TOTAL COST:	\$2,630,656.08
	Failure to use this information may result in disqualification.					
	Bidder/Vendor Information:					
	Name:	Youth Services System, Inc				
	Address:	87 15th Street; PO Box 6041				
		Wheeling, WV 26003				
	Phone#:	304.233.9627				
	E-mail Address:	jomoses@ysswv.com				
	Authorized Signature:					

**Estimated quantities are for bidding purposes only, more or less may be purchased



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/27/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER WesBanco Insurance Services, Inc. One Bank Plaza Suite 400 Wheeling WV 26003	CONTACT NAME: Robin Roberts PHONE (A/C, No, Ext): (304) 234-6100 FAX (A/C, No): (304) 234-6102 E-MAIL: ADDRESS:														
INSURED Youth Services System, Inc PO Box 6041 87 Fifteenth Street Wheeling WV 26003	<table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: BrickStreet Mutual Ins Co.</td><td></td></tr><tr><td>INSURER B:</td><td></td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: BrickStreet Mutual Ins Co.		INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES

CERTIFICATE NUMBER: Master WC 13-14

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WCB1012207	1/9/2013	1/9/2014	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Verification of coverage.

CERTIFICATE HOLDER**CANCELLATION**

CERTIFICATE HOLDER Youth Services System, Inc. PO Box 6041 Wheeling, WV 26003	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE James Williams/RXR
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ACORD 25 (2010/05)

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INS025 (2010/05) 01

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/17/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Bray & Oakley Insurance Agency 213 Main Street PO Box 386 Logan WV 25601		CONTACT NAME: Deanna Watkins PHONE (A/C, No, Ext): (304) 752-6850 FAX (A/C, No): (304) 752-5380 E-MAIL ADDRESS: dw@brayandoakley.com																						
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COVERAGES

CERTIFICATE NUMBER: CL1391704513

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

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A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			NXG416701A	7/1/2013	7/1/2014	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

State of West Virginia
Capitol Complex
Charleston, WV 25305

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Clinton Winter/CARROL

ACORD 25 (2010/05)

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INS025 (201005) 01

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DATE (MM/DD/YY)
09/17/13

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURER E:

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENTS/SPECIAL PROVISIONS
SUBJECT TO THE PROVISIONS, CONDITIONS AND EXCLUSIONS OF THE POLICIES LISTED ABOVE, IT IS AGREED THAT THE
CERTIFICATE HOLDER IS AN "ADDITIONAL INSURED" WITH RESPECTS TO:

Evidence of Insurance

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

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Youth Services System, Inc.

Human Resources Office

PO Box 6041, 87 15th Street, Wheeling WV 26003

304-233-9627 ext.108

www.youthservicesystem.org

cknight@ysswv.com

Work History Report

Name	Title	Date
Linda Scott	Security Officer	June 1989
	Supervisor	January 1990
	Facility Director	May 1993 - current
Robbie Winters	Security Officer I	September 2003
	Security Officer II	June 2005
	Security Officer III	February 2006
	Security Officer III/Field Training Officer	September 2008
	Assistant Facility Director	July 2013 - current
Aaron Schwender	Security Officer	June 2000
	Supervisor	October 2001
	Security Officer IV	May 2007 - current



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39
YEARS OF
EXCELLENCE

Northern Regional Juvenile Center History

Youth Services System, Inc. has been providing Juvenile Detention Services for the state of West Virginia, since October, 1986. Provision of these services was initiated through a Request For Proposal and subsequently under continuing contract with the West Virginia Department of Health and Human Resources. In 1998, the contract was assigned to the newly formed West Virginia Division of Juvenile Services (WV-MAPS) where it is currently administered.

Since its inception, Youth Services System, Inc. Juvenile Detention Services have been provided at the Lincoln Center facility, 1000 Chapline Street, Wheeling. Annually, beginning in 1986, the physical site and program have been reviewed by:

- Division of Juvenile Service Administrative Personnel
- Division of Juvenile Services Quality Assurance Personnel
- State Board of Education, Administrative Review
- State Fire Marshall
- District Health Inspections
- West Virginia Department of Criminal Justice—Compliance with WV Licensing Standards
- Youth Services System, Inc. Annual Program Board Review
- Youth Services System, Inc. Continuous Quality Improvement working groups

We have consistently received commendation and met or exceeded all compliance standards

We have the capacity to serve 13 juvenile clients, male and female, authorized by the court for secure detention and 12 for female juvenile corrections. We are in compliance with applicable Federal, State, and Division of Juvenile Services mandates.

As a demonstration addressing competency to meet the scope of work, attached you will find a survey of services provided by the YSS Northern Regional Juvenile Center for the period of 2008 through the present. Finally included in the attachments is a certificate of Existence from the Office of the Secretary of State and our Insurance Certificates.

Agency Experience

Youth Services System is a unique consortium of programs and services designed to meet the needs of high risk/high need children and their families. We are situated in and have served the communities of Northern West Virginia since 1974. Our Agency is comprised of a broad menu of residential, community-based, school-based and in-home services designed to provide a wide array of responses to the needs of children and families. Our services include two emergency youth shelter which offer Crisis Support Services, two residential centers for youth (17-21) aging out of foster care, and a residential treatment program. We offer employment and training services to youth as well as individual and family therapy, professional assessment services, and an intensive outpatient program for youth with drug and alcohol issues.

In nearly forty years of service, we have worked with over 19,000 children and families. We have achieved national distinction for program accomplishments through the National Child Labor Committee's Lewis Hines Award (1988) as well as the U.S. Department of Justice's award as a national Model Worthy of Replication (1989). We are the only private not-for-profit to manage a secure Juvenile Detention Center. For this reason, we were designated as West Virginia's nominee to the Ford Foundation's "Innovative Programs" award.

We are licensed by the WV Department of Health and Human Resources to provide emergency shelter care, behavioral health services, and for transitional living services.

Designated as a 501- C-3 non-profit by the Internal Revenue Service, we are governed by a volunteer Board of Directors. Our Agency is audited annually for compliance with fiscal controls and practices including an A-133 audit check for use of funds from the federal government.

Starting in 1992, Youth Services System has maintained an array of Community-Based Services including an intensive outpatient program (IOP) for treating adolescents with drug and alcohol addictions, Safety Services, Supervised Visitation, and case management and assessment services, including the Comprehensive Assessment and Planning System (CAPS) developed for use in West Virginia for services for youth and their families. Our school-based services reach youth in Ohio and Marshall County schools.

Youth Services System Board of Directors is a dedicated group of volunteers with experience in education, civil rights, law enforcement, and service provision. The Agency's management team has over 100 years of combined services to both Youth Services System and in the communities in which we work. This Agency has received and managed federal grants for both capital expansion and program provision from Housing and Urban Development, Department of Justice, Department of Labor and the Health and Human Services. As well, the Agency has managed grants from a variety of private foundations including Benedum.

We currently manage contracts with the WV Department of Health and Human Resources to hire and place caseworkers and with Military Affairs and Public Safety for pro-social skill building for students. YSS has contracts with private providers and for an array of clinical and medical services to insure the provision of rapid professional assessments and clinical oversight when circumstances require. Because of our range of services, Youth Services System maintains a longstanding, open, cooperative and mutually respected standing with all of the DHHR offices and Juvenile Court jurisdictions in Region 1.

Youth Services System is insured through the West Virginia State Board of Risk Management and is in compliance with requirements in the current DJS contract. This Agency complies with all current regulations and policies concerning confidentiality, including federal HIPPA requirements, conflicts of interest, lobbying, and criminal investigation and background checks.

Group Work at the Northern Regional Juvenile Center

Residents at the NRJC have a range of groups in which they participate, or in which they may voluntarily join:

Anger management – Once a week – *Ruth McGriff, Counselor I **

Therapy – Once a week on Wednesdays – Provided by Brian Hanasky, Psychologist – Amy Tucker – Therapist-YSS staff

Spiritual awareness – Every week - Monday, Tuesday, Wednesday, Friday, and Sunday – Provided by Pastor Mike Ream, Pastor Vernon Rose, and *Mary Harrison**

Relaxation techniques – Once a week - Grant Coleman, YSS staff

Art therapy – Once a week – Provided by Alexander Fulks

Thinking for A Change - Twice a month – *Ruth McGriff**

Social skills – Once a week - Grant Coleman YSS staff,

Guitar lessons – Once a week – Provided by Scott Reed

Wheeling Jesuit Student Volunteers – Twice a month

Nutrition Class – Once a month – Provided by Susan Dupke

Arts & Crafts Class – Once a month – Provided by Susan Dupke

Diversity Groups– Once a month - YWCA

Reformers Unanimous—once a week, Pastor Vernon Rose

More Beautiful You—female self-esteem— twice a month, *Mary Harrison**

** NRJC Staff*

These groups provide residents a range of activities and of interactions with people from the community. We seek to offer residents ways to engage in self-reflection, to meet a diverse group representing our community, and to give them practical skills for their relationships with others.

Youth Services System, Inc. History of Caring Current Programs

- 1974:** **Ohio County Youth Services System**, founding of youth-oriented, community-based group,
- 1975:** **Samaritan House** begins
First emergency shelter for children in West Virginia
- 1981:** **Transitional Living Program** opens
First WV licensed independent living program for youth exiting foster care
- 1983:** **New Samaritan House** constructed
Helinski Shelter begins, Moundsville WV *Emergency shelter for children*
- 1986:** **Northern Regional Juvenile Center** opens
West Virginia's first privately operated secure juvenile facility
- 1997:** **Wheeling Community Child Care Center** merges with YSS
Provider of day care and certified pre-school services
- 2000:** **Tuel Crisis Center** begins, emergency shelter New Martinsville, WV
McCrary Center opens, Community-based services center, Wheeling Island, WV
- 2003:** **Hope's Promise**, an intensive outpatient program, for substance abusing and dependent youth.
- 2004:** **Bridges**, a school-based counseling program in Ohio and Marshall County begins.
- 2005:** **Tuel Transitional Training Center** for youth 18-20 begins at the converted crisis center, New Martinsville.
Runaway and Homeless Youth (RHY) services through the **Basic Center Program** supports care for runaway and homeless youth. **Project Safe Place**, outreach for these youth, starts. only WV Safe Place affiliate.
- 2006:** Youth Services System works with other community partners in the **Ohio County Substance Abuse Prevention Coalition**, supported by West Virginia's Strategic Prevention Framework State Incentive Grant (SPF SIG)
- 2007:** **Runaway and Homeless Youth Transitional Living Program** services funded to support independent living skills training for runaway and homeless youth
- 2008:** **Youth Achievement Program** begins, residential treatment for youth with intellectual challenges and emotional health needs.
Youth employment and training program through Northern Panhandle Workforce Investment Board starts under YSS auspices.
Celebrate Youth 2008 Choices That Matter festival: Focus on achievement and healthy behaviors in a family friendly setting. Festival becomes an annual event, now in its sixth year.
- 2009-3** **Winter Freeze Shelter**—YSS in conjunction with the Greater Wheeling Coalition for the Homeless opens its Central Office to be an overnight volunteer-run shelter for homeless adult men and women from December 15 – March 15.
- 2011-3:** **Wheeling SleepOut**—Wheeling Jesuit University hosts this YSS Safe Place event which brings out local high school and college students and others to raise funds and awareness about homeless and runaway youth.
- 2012-McCrary Center**—a repurposed center opens for youth in transition (17-21), this is an eleven apartment project for youth honing their independent living skills, including parenting youth.

Past Program Innovations—not able to be sustained

- 1977:** **Genesis Alternative Learning Center** begins
First Ohio County alternative school for truants and dropouts
- 1980:** **Ohio River Youth Project** opens
A wilderness program model for at-risk youth
- 1983:** **Alternative Learning Center** opens, Marshall County
- 1984:** **ONSET Program** (Outreach Network for Sexually Exploited Teens) starts
Street outreach to meet the special needs of teen prostitutes and sexually exploited youth
Adolescence Substance Abuse Program grant opens
- 1985:** **Home Industry Program** starts
A vocational program for at-risk youth
- 1988:** **Juvenile Restitution Program** starts
First such program in the Northern Panhandle
- 1990:** **Independent Living/Training Centers** open
For 18-25 year old homeless men
- 1994:** **Tipton Center** opens, emergency shelter for children, Weirton, WV
- 2005:** **We Are The Future**, a positive youth development group developing leadership skills, voluntarism, and self-expression through the arts starts
Support Zone, a school-based student and parent assistance center, at Central Elementary School, Moundsville, WV opens.
- 2009:** **Rachel's Challenge** assembly at Wesbanco arena brings 3000 Ohio Valley students a positive message for better school environments. A second assembly brings another 3500 students together to learn about this program.

**WEST VIRGINIA
STATE TAX DEPARTMENT
BUSINESS REGISTRATION
CERTIFICATE**

ISSUED TO:
**YOUTH SERVICES SYSTEM INC
87 15TH ST
WHEELING, WV 26003-3548**

BUSINESS REGISTRATION ACCOUNT NUMBER: 1036-9594

This certificate is issued on: **06/15/2011**

*This certificate is issued by
the West Virginia State Tax Commissioner
in accordance with Chapter 11, Article 12, of the West Virginia Code*

*The person or organization identified on this certificate is registered
to conduct business in the State of West Virginia at the location above.*

This certificate is not transferrable and must be displayed at the location for which issued.

This certificate shall be permanent until cessation of the business for which the certificate of registration was granted or until it is suspended, revoked or cancelled by the Tax Commissioner.

Change in name or change of location shall be considered a cessation of the business and a new certificate shall be required.

TRAVELING/STREET VENDORS: Must carry a copy of this certificate in every vehicle operated by them.
CONTRACTORS, DRILLING OPERATORS, TIMBER/LOGGING OPERATIONS: Must have a copy of this certificate displayed at every job site within West Virginia.

State of West Virginia



Certificate

*I, Natalie E. Tennant, Secretary of State of the
State of West Virginia, hereby certify that*

YOUTH SERVICES SYSTEM, INC.

was incorporated under the laws of West Virginia and a Certificate of Incorporation was issued by the West Virginia Secretary of State's Office on May 02, 1974.

I further certify that the corporation has not been revoked by the State of West Virginia nor has the West Virginia Secretary of State issued a Certificate of Dissolution to the corporation.

Accordingly, I hereby issue this

CERTIFICATE OF EXISTENCE

Validation ID:1WV28_F323D



*Given under my hand and the
Great Seal of the State of
West Virginia on this day of
September 27, 2013*

Natalie E. Tennant

Secretary of State

VENDOR PREFERENCE CERTIFICATE

Certification and application* is hereby made for Preference in accordance with **West Virginia Code**, §5A-3-37. (Does not apply to construction contracts). **West Virginia Code**, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1. **Application is made for 2.5% resident vendor preference for the reason checked:**

____ Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,

☒ Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,

____ Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,

2. **Application is made for 2.5% resident vendor preference for the reason checked:**

____ Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,

3. **Application is made for 2.5% resident vendor preference for the reason checked:**

____ Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,

4. **Application is made for 5% resident vendor preference for the reason checked:**

____ Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,

5. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**

____ Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,

6. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**

____ Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

7. **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules.**

____ Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

Bidder understands if the Secretary of 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) reject the bid; 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 Revenue to disclose to the Director 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 if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: YOUTH SERVICES SYSTEM, INC

Signed: _____

Date: 9/27/2013

Title: _____

EXECUTIVE DIRECTOR

000036

RFQ No. DJS 14006STATE OF WEST VIRGINIA
Purchasing Division**PURCHASING AFFIDAVIT**

MANDATE: Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. 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 plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

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.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"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 exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:Vendor's Name: YOUTH SERVICES SYSTEM, INC

Authorized Signature: _____

Date: 9/27/2013State of WVCounty of Ohio, to-wit:Taken, subscribed, and sworn to before me this 27th day of September, 2013.My Commission expires Dec. 27, 2020.**AFFIX SEAL HERE****NOTARY PUBLIC**Holly L. Fox
Purchasing Affidavit (Revised 07/01/2012)

CERTIFICATION AND SIGNATURE PAGE

By signing below, I certify that I have reviewed this Solicitation in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

YOUTH SERVICES SYSTEM, INC
(Company)


(Authorized Signature)

JOHN MOSES, EXECUTIVE DIRECTOR
(Representative Name, Title)

304.233.9627 304.218.2888
(Phone Number) (Fax Number)

9/27/2013
(Date)