



Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Request for Quotation

Proc Folder: 113109

Doc Description: ADDENDUM 1 - SECURE DETENTION SVS & SECURE COMMITMENT REHAB

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2015-06-17	2015-06-24 13:30:00	CRFQ 0621 DJS1500000013	2

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Name, Address and Telephone Number:

YOUTH SERVICES SYSTEM, INC
 87 15th STREET PO BOX 6041
 WHEELING, WV 26003 304.233.9627

06/24/15 11:59:37
 WV Purchasing Division

FOR INFORMATION CONTACT THE BUYER

Laura E Hooper
 (304) 558-0468
 laura.e.hooper@wv.gov

Signature X

FEIN # 55-0583675

DATE

6/22/15

All offers subject to all terms and conditions contained in this solicitation

INVOICE TO		SHIP TO	
ACCOUNTS PAYABLE JUVENILE SERVICES DIVISION OF 1200 QUARRIER ST		AUTHORIZED RECEIVER JUVENILE SERVICES DIVISION OF 1200 QUARRIER ST	
CHARLESTON	WV25301	CHARLESTON	WV 25301
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	FIXED FLAT DAILY RATE FOR 25 BEDS	0.00000	DAY	7,475.00	

Comm Code	Manufacturer	Specification	Model #
81141800			

Extended Description :

FIXED FLAT DAILY RATE FOR 25 BEDS AS PER SECTION 4, SUB-SECTION H OF THE SPECIFICATIONS

INVOICE TO		SHIP TO	
ACCOUNTS PAYABLE JUVENILE SERVICES DIVISION OF 1200 QUARRIER ST		AUTHORIZED RECEIVER JUVENILE SERVICES DIVISION OF 1200 QUARRIER ST	
CHARLESTON	WV25301	CHARLESTON	WV 25301
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	FIXED PER DIEM RATE FOR EACH ADDITIONAL BED OCCUPIED	0.00000	EA	93.00	

Comm Code	Manufacturer	Specification	Model #
81141800			

Extended Description :

FIXED PER DIEM RATE FOR EACH ADDITIONAL BED OCCUPIED OVER 25

DJS150000013	Document Phase Final	Document Description ADDENDUM 1 - SECURE DETENTION SVS & SECURE COMMITMENT REHAB	Page 3 of 3
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

Secure Detention Pricing Page

Item #	Description	Unit	RATE
1	Fixed Flat Daily Rate for 25 beds	Day	7,475.00
2	Fixed Per Diem Rate for each additional occupied	Each	93.00

Bidder / Vendor Information:

Name: YOUTH SERVICES SYSTEM, INC.

Address: 87 15th ST; P.O. Box 6041; Wheeling, WV 26003

Phone # 304. 233. 9627

E-mail Address preindele@ysshv.com

Secure Detention Pricing Page

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Address: 87 15th St; P.O. Box 6041; Wheeling, WV 26003
Phone # 304.233.9627
E-mail Address preindel@ysswv.com

Youth Services System, Inc.

Human Resources Office

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

304-233-9627 ext.108

www.youthservicessystem.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

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 residential, community-based, school-based and in-home services designed to provide a wide array of treatment and support responses to the needs of children and families.

Our residential services include two emergency youth shelters which offer crisis services, two transitional living centers for youth (17-21) aging out of foster care, and a residential treatment program for youth with intellectual deficits and developmental delays. 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 over forty years of service, we have worked with over 22,000 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, residential treatment for ID/DD youth, behavioral health services, and 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.

Since 1992, Youth Services System has operated an array of Community-Based Services including an intensive outpatient program (IOP) for treating adolescents with drug and alcohol addictions, Safety Services and Supervised Visitation for parents with child protection cases, 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. This year we are launching an affiliate chapter of Big Brothers/Big Sisters.

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.

We currently manage contracts with the WV Department of Health and Human Resources to hire and place caseworkers throughout Region I. YSS has contracts with private providers for 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.

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.
- 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)*
- 2008:** **Youth Achievement Center** 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 festival: *Focus on achievement and healthy behaviors in a family friendly setting. Festival becomes an annual event, now in its seventh year.*
- 2009-4** **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.*
- 2011-4:** **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** reopens, repurposed with *11 transitional living apartments for youth 17-21 who are homeless and have special needs.*
- 2013:** **Northern Regional Juvenile Center** begins to care for *females committed to juvenile corrections.*
- 2014:** **Northern Regional Juvenile Center** renamed the **Ronald C. Mulholland Juvenile Center.**
- 2015:** **New Youth Achievement Center** opens in a building designed for the youth served by this program.

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** opens, *for 18-25 year old homeless men*
- 1994:** **Tipton Center** opens, *emergency shelter for children, Weirton, WV*
- 2004:** **Bridges**, a *school-based counseling program* in Ohio and Marshall County begins.
- 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.
- 2007:** **Runaway and Homeless Youth Transitional Living Program** services funded to support *independent living skills training for runaway and homeless youth*
- 2009:** **Rachel's Challenge** assembly at *Wesbanco arena* brings *3000 Ohio Valley students* a *positive message for better school environments*

Groups at Ronald C. Mulholland Juvenile Center

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

- Anger management – Once a week - Ruth McGriff, Counselor 1
- Therapy – Once a week – Provided by YSS Staff Brian Hanasky, Psychologist, Amy Tucker, Therapist – Two times a week if requested
- Spiritual Awareness – Every Week – Mondays' and Tuesdays' provided by Pastor Vernon Rose
- Art therapy – Once a week – Provided by Alexander Fulks,, Certified Art Teacher
- Thinking for a Change – Twice a month – Provided by Ruth McGriff
- Social skills – Ansel Casey Assessments - Once a week – Matt Grimard, YSS Staff
- Guitar lessons – Once a week – Provided by Scott Reed, Professional Musician
- Wheeling Jesuit Student volunteers – Twice a month
- Nutrition Class – Once a month – Provided by Susan Dupke
- Family Fun Night – Once a month
- Family Dinner – Once a month
- Arts & Crafts – Once a month – Provided by Susan Dupke
- Diversity Groups – Every other week – YWCA
- Reformer's Unanimous – Once a week- Pastor Vernon Rose
- Substance abuse groups – Provided daily, Jennifer Tibbs, Counselor II

Youth Services System – Ronald C. Mulholland Juvenile Center

- Daily coping skills – These groups provide residents a range of activities and 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.
- Cooking classes – Twice a month – Officer Valerie Maher
- Etiquette classes – Twice a month on Saturday
- Journaling is offered to residents during a group. Thoughts, feelings, and discussions occur with counselors.
- Ladies night – Twice a month - Officer Valerie Maher
Female residents get the opportunity to use make up, paint their nails, and fix their hair.

Education

- Education is provided by the WV Department of Education.
- 21 students completed the “Thinking for a Change” curriculum and earned certificates. This is an integrated, cognitive behavioral change program for offenders that include cognitive restructuring, social skills development, and development of problem solving skills.
- In addition, two students earned their high school diplomas and seven passed the TASC, The TASC is a national high school equivalency assessment. It assesses five subject areas: Reading, Writing, Mathematics, Science, and Social Studies. The five subject area tests are based on what current students need to know to pass high school tests. All together, the TASC test measures examinees’ levels of achievement relative to that of graduating high school seniors, and Career and College readiness standards.
- Currently we are in the process of enrolling students into CTE courses. These courses prepare students for Career and Technical occupations such as animal science, computer game design, and fashion and interior design.
- To eliminate challenging behaviors both in school and during off-schools hours, the Facility Director, Assistant Director, and the school staff worked together to develop a Positive Behavior Support Plan for the students.

Education Continued

- The purpose of this plan is an approach to eliminate challenging behaviors and replace them with pro social skills. Use of PBS decreases the need for more intrusive or aversive interventions (i.e. punishment or suspension) and can lead to both systemic as well as individualized change.
- The students earn “Doe Bucks” for maintaining a B+ average GPA and attending school every day without write-ups. The students earn ONE doe buck per week. They can use these “bucks” to purchase items at the “Doe Buck Store.” They can cash them in each week or save them up for more “expensive” items. The items range from a snack item to journals or 10 minute telephone calls.
- Each week the top 25% of the students earn a movie ticket for the opportunity to watch a movie on Saturday. If a write up is warranted, the student does not lose his/her buck but has to wait until the next week to cash it in. Thus positive behavior is rewarded.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DJS1500000013

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding

YOUTH SERVICES SYSTEM, INC.
Company


Authorized Signature

6/22/15
Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.
Revised 6/8/2012



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/04/2015

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 West Virginia Board of Risk & Insurance Management 90 MacCorkle Avenue SW Suite 203 South Charleston, WV 25303		CONTACT NAME: PHONE (Act. No. Ext.): 304-766-2646 FAX (Act. No.): 304-744-7120 E-MAIL: brlrLunderwriting@wv.gov ADDRESS:	
INSURED YOUTH SERVICES SYSTEM INC 87 15TH STREET BETHLEHEM WV 26003		INSURER(S) AFFORDING COVERAGE	
		INSURER A: National Union Fire Co of Pittsburgh PA	NAIC #
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES CERTIFICATE NUMBER: 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	ADDITIONAL INSURED (Y/N)	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> WRONGFUL ACT <input checked="" type="checkbox"/> PROFESSIONAL GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		L 3255	07/01/2014	07/01/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ 100,000 MED EXP (Any one person) \$ 0 PERSONAL & ADV INJURY \$ INCLUDED GENERAL AGGREGATE \$ NONE PRODUCTS - COMP/OP AGG \$ NONE
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTIONS \$		L 3256	07/01/2014	07/01/2015	COMBINED SINGLE LIMIT (EA OCCURRENCE) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	L 3255	07/01/2014	07/01/2015	PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

EVIDENCE OF INSURANCE FOR CONTRACT

CERTIFICATE HOLDER STATE OF WEST VIRGINIA 1900 KANAWHA BOULEVARD EAST CHARLESTON WV 25305	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
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/13/2015

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: <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; border: none;">INSURER(S) AFFORDING COVERAGE</td> <td style="text-align: center; border: none;">NAIC #</td> </tr> <tr> <td style="border: none;">INSURER A: BrickStreet Mutual Ins Co.</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER B:</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER C:</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER D:</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER E:</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER F:</td> <td style="border: none;"></td> </tr> </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:															
INSURED Youth Services System, Inc PO Box 6041 87 Fifteenth Street Wheeling WV 26003															

COVERAGES **CERTIFICATE NUMBER: CL1551305182** **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	ADDITIONAL INSURER	INSR	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"/> PROJECT <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) \$ \$									
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$							<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE \$ \$									
A	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	N/CB1012207	1/9/2015	1/9/2016	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; border: none;">WC STATUTORY LIMITS</td> <td style="text-align: center; border: none;">OTHER</td> </tr> <tr> <td style="border: none;">E.L. EACH ACCIDENT</td> <td style="border: none;">\$ 100,000</td> </tr> <tr> <td style="border: none;">E.L. DISEASE - EA EMPLOYEE</td> <td style="border: none;">\$ 100,000</td> </tr> <tr> <td style="border: none;">E.L. DISEASE - POLICY LIMIT</td> <td style="border: none;">\$ 500,000</td> </tr> </table>	WC STATUTORY LIMITS	OTHER	E.L. EACH ACCIDENT	\$ 100,000	E.L. DISEASE - EA EMPLOYEE	\$ 100,000	E.L. DISEASE - POLICY LIMIT	\$ 500,000
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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 State of West Virginia Capital Complex Charleston, WV 25305	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
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**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

State of West Virginia

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 Vendor Preference, if applicable.

- 1. Application is made for 2.5% 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% 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% 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% 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% 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% 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
Date: 6/22/15

Signed: [Signature]
Title: P.E.O.

STATE 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 § 23-20-2, 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: [Signature] Date: 6/22/15

State of WV

County of Ohio, to-wit:

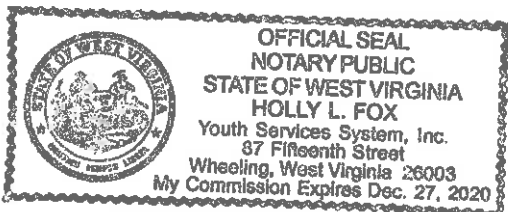
Taken, subscribed, and sworn to before me this 22nd day of June, 2015

My Commission expires 12/27/, 2020

AFFIX SEAL HERE

NOTARY PUBLIC [Signature]

Purchasing Affidavit (Revised 07/01/2012)





Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Request for Quotation

Proc Folder: 113109

Doc Description: ADDENDUM 1 - SECURE DETENTION SVS & SECURE COMMITMENT REHAB

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2015-06-17	2015-06-24 13:30:00	CRFQ 0621 DJS150000013	2

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Name, Address and Telephone Number:

FOR INFORMATION CONTACT THE BUYER

Laura E Hooper
 (304) 558-0488
 laura.e.hooper@wv.gov

Signature X

FEIN #

55-0583675

DATE

6/22/15

All offers subject to all terms and conditions contained in this solicitation

INVOICE TO		SHIP TO	
ACCOUNTS PAYABLE JUVENILE SERVICES DIVISION OF 1200 QUARRIER ST		AUTHORIZED RECEIVER JUVENILE SERVICES DIVISION OF 1200 QUARRIER ST	
CHARLESTON	WV25301	CHARLESTON	WV 25301
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	FIXED FLAT DAILY RATE FOR 25 BEDS	0.00000	DAY	7,475.00	

Comm Code	Manufacturer	Specification	Model #
81141800			

Extended Description :

FIXED FLAT DAILY RATE FOR 25 BEDS AS PER SECTION 4, SUB-SECTION H OF THE SPECIFICATIONS

INVOICE TO		SHIP TO	
ACCOUNTS PAYABLE JUVENILE SERVICES DIVISION OF 1200 QUARRIER ST		AUTHORIZED RECEIVER JUVENILE SERVICES DIVISION OF 1200 QUARRIER ST	
CHARLESTON	WV25301	CHARLESTON	WV 25301
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	FIXED PER DIEM RATE FOR EACH ADDITIONAL BED OCCUPIED	0.00000	EA	93.00	

Comm Code	Manufacturer	Specification	Model #
81141800			

Extended Description :

FIXED PER DIEM RATE FOR EACH ADDITIONAL BED OCCUPIED OVER 25

Secure Detention Pricing Page

Item #	Description	Unit	RATE
1	Fixed Flat Daily Rate for 25 beds	Day	7,475.00
2	Fixed Per Diem Rate for each additional occupied	Each	93.00
Bidder / Vendor Information: Name: <u>YOUTH SERVICES SYSTEM INC.</u> Address: <u>87 15th ST, P.O. Box 6041, Wheeling, WV 26003</u> Phone #: <u>304. 233 9627</u> E-mail Address: <u>preindel@ysslwv.com</u>			

Secure Detention Pricing Page

Item #	Description	Unit	RATE
1	Fixed Flat Daily Rate for 25 beds	Day	7,475.00
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Bidder / Vendor Information:
Name: YOUTH SERVICES SYSTEM, INC.
Address: 87 15th St, P.O. Box 6041, Wheeling, WV 26003
Phone #: 304.233.9627
E-mail Address: preindel@ysswv.com

State of West Virginia

VENDOR PREFERENCE CERTIFICATE

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Bidder: YOUTH SERVICES SYSTEM Signed: [Signature]
Date: 6/22/15 Title: C.E.O.

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

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WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: YOUTH SERVICES SYSTEM, INC

Authorized Signature: [Signature] Date: 6/22/15

State of WV

County of Ohio, to-wit:

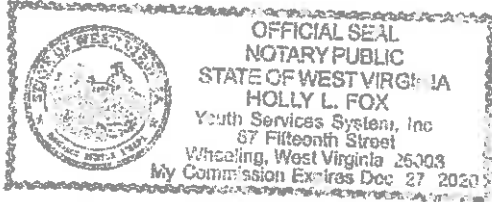
Taken, subscribed, and sworn to before me this 22nd day of June, 2015

My Commission expires 12/27/15, 2020

AFFIX SEAL HERE

NOTARY PUBLIC Holly L. Fox

Purchasing Affidavit (Revised 07/01/2012)





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY):
06/04/2015

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
West Virginia Board of Risk & Insurance Management
90 MacCorkle Avenue SW Suite 203
South Charleston, WV 25303

CONTACT NAME:
PHONE (AC, No, Ext): 304-766-2646 **FAX (AC, No):** 304-744-7120
EMAIL ADDRESS: brm.underwriting@wv.gov

INSURER(S) AFFORDING COVERAGE

INSURER	NAIC #
INSURER A: National Union Fire Co of Pittsburgh PA	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
YOUTH SERVICES SYSTEM INC
87 15TH STREET

BETHLEHEM WV 26003

COVERAGES **CERTIFICATE NUMBER:** **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.

INSURANCE TYPE	TYPE OF INSURANCE	INSURANCE	POLICY NUMBER	POLICY EFF. DATE	POLICY EXP. DATE	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY		L 3255	07/01/2014	07/01/2015	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Per occurrence) \$ 1,000,000 MED EXP (Per line person) \$ 100,000 PERSONAL & ADV INJURY \$ INCLUDED GENERAL AGGREGATE \$ NONE PRODUCTS - COMM/PRV AGG \$ NONE
	<input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR					
	<input checked="" type="checkbox"/> WRONGFUL ACT <input checked="" type="checkbox"/> PROFESSIONAL					
	GEN'L AGGREGATE LIMIT APPLIES PER POLICY <input type="checkbox"/> PROJE <input type="checkbox"/> .DC					
	OTHER					
A	AUTOMOBILE LIABILITY		L 3255	07/01/2014	07/01/2015	COMBINED SINGLE LIMIT (Each person) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per person) \$
	<input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> SCHED II FLD AUTOS <input checked="" type="checkbox"/> NON OWNED AUTOS				
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE				EACH OCCURRENCE \$ AGGREGATE \$
	DEF. REQUIREMENTS					
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		L 3255	07/01/2014	07/01/2015	PER STATUTE WITH-ER F - F.M.H ACCIDENT \$ 1,000,000 E.L DISEASE - EA EMPLOYER \$ 1,000,000 E.L DISEASE - POLICY LIMIT \$ 1,000,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXC. UDED? (Mandatory in WV)	<input type="checkbox"/> N/A				
	If yes, describe under DESCRIPTION OF OPERATIONS below					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additions: Name's Schedule, may be attached if more space is required)

EVIDENCE OF INSURANCE FOR CONTRACT

CERTIFICATE HOLDER	CANCELLATION
STATE OF WEST VIRGINIA 1900 KANAWHA BOULEVARD EAST 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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/13/2015

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:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: BrickStreet Mutual Ins Co.		
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES CERTIFICATE NUMBER: CL1551305182 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 SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LISTS
	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 Y/M <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	NCB1012207	1/9/2015	1/9/2016	WC STATU-TORY LIMITS 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 State of West Virginia Capital Complex Charleston, WV 25305	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 

**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

Youth Services System, Inc.

Human Resources Office

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

304-233-9627 ext.108

www.youthservicessystem.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

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 residential, community-based, school-based and in-home services designed to provide a wide array of treatment and support responses to the needs of children and families.

Our residential services include two emergency youth shelters which offer crisis services, two transitional living centers for youth (17-21) aging out of foster care, and a residential treatment program for youth with intellectual deficits and developmental delays. 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 over forty years of service, we have worked with over 22,000 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, residential treatment for ID/DD youth, behavioral health services, and 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.

Since 1992, Youth Services System has operated an array of Community-Based Services including an intensive outpatient program (IOP) for treating adolescents with drug and alcohol addictions, Safety Services and Supervised Visitation for parents with child protection cases, 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. This year we are launching an affiliate chapter of Big Brothers/Big Sisters.

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.

We currently manage contracts with the WV Department of Health and Human Resources to hire and place caseworkers throughout Region I. YSS has contracts with private providers for 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 I.

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.

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.
- 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)*
- 2008:** **Youth Achievement Center** 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 festival: *Focus on achievement and healthy behaviors in a family friendly setting. Festival becomes an annual event, now in its seventh year.*
- 2009-4** **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.*
- 2011-4:** **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** reopens, repurposed with 11 *transitional living apartments for youth 17-21 who are homeless and have special needs.*
- 2013:** **Northern Regional Juvenile Center** begins to care for *females committed to juvenile corrections.*
- 2014:** **Northern Regional Juvenile Center** renamed the **Ronald C. Mulholland Juvenile Center.**
- 2015:** **New Youth Achievement Center** opens in a building designed for the youth served by this program.

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** opens, for *18-25 year old homeless men*
- 1994:** **Tipton Center** opens, *emergency shelter for children*, Weirton, WV
- 2004:** **Bridges**, a *school-based counseling program* in Ohio and Marshall County begins.
- 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.
- 2007:** **Runaway and Homeless Youth Transitional Living Program** services funded to support *independent living skills training for runaway and homeless youth*
- 2009:** **Rachel's Challenge** assembly at *Wesbanco arena* brings 3000 *Ohio Valley* students a *positive message for better school environments*

Groups at Ronald C. Mulholland Juvenile Center

Residents at RMJC 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 – Provided by YSS Staff Brian Hanasky, Psychologist, Amy Tucker, Therapist – Two times a week if requested
- Spiritual Awareness – Every Week – Mondays’ and Tuesdays’ provided by Pastor Vernon Rose
- Art therapy – Once a week – Provided by Alexander Fulks,, Certified Art Teacher
- Thinking for a Change – Twice a month – Provided by Ruth McGriff
- Social skills – Ansel Casey Assessments - Once a week – Matt Grimard, YSS Staff
- Guitar lessons – Once a week – Provided by Scott Reed, Professional Musician
- Wheeling Jesuit Student volunteers – Twice a month
- Nutrition Class – Once a month – Provided by Susan Dupke
- Family Fun Night – Once a month
- Family Dinner – Once a month
- Arts & Crafts – Once a month – Provided by Susan Dupke
- Diversity Groups – Every other week – YWCA
- Reformer’s Unanimous – Once a week- Pastor Vernon Rose
- Substance abuse groups – Provided daily, Jennifer Tibbs, Counselor II

Youth Services System – Ronald C. Mulholland Juvenile Center

- Daily coping skills – These groups provide residents a range of activities and 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.
- Cooking classes – Twice a month – Officer Valerie Maher
- Etiquette classes – Twice a month on Saturday
- Journaling is offered to residents during a group. Thoughts, feelings, and discussions occur with counselors.
- Ladies night – Twice a month - Officer Valerie Maher
Female residents get the opportunity to use make up, paint their nails, and fix their hair.

Education

- Education is provided by the WV Department of Education.
- 21 students completed the “Thinking for a Change” curriculum and earned certificates. This is an integrated, cognitive behavioral change program for offenders that include cognitive restructuring, social skills development, and development of problem solving skills.
- In addition, two students earned their high school diplomas and seven passed the TASC. The TASC is a national high school equivalency assessment. It assesses five subject areas: Reading, Writing, Mathematics, Science, and Social Studies. The five subject area tests are based on what current students need to know to pass high school tests. All together, the TASC test measures examinees’ levels of achievement relative to that of graduating high school seniors, and Career and College readiness standards.
- Currently we are in the process of enrolling students into CTE courses. These courses prepare students for Career and Technical occupations such as animal science, computer game design, and fashion and interior design.
- To eliminate challenging behaviors both in school and during off-schools hours, the Facility Director, Assistant Director, and the school staff worked together to develop a Positive Behavior Support Plan for the students.

Education Continued

- The purpose of this plan is an approach to eliminate challenging behaviors and replace them with pro social skills. Use of PBS decreases the need for more intrusive or aversive interventions (i.e. punishment or suspension) and can lead to both systemic as well as individualized change.
- The students earn “Doe Bucks” for maintaining a B+ average GPA and attending school every day without write-ups. The students earn ONE doe buck per week. They can use these “bucks” to purchase items at the “Doe Buck Store.” They can cash them in each week or save them up for more “expensive” items. The items range from a snack item to journals or 10 minute telephone calls.
- Each week the top 25% of the students earn a movie ticket for the opportunity to watch a movie on Saturday. If a write up is warranted, the student does not lose his/her buck but has to wait until the next week to cash it in. Thus positive behavior is rewarded.

SOLICITATION NUMBER: DJS1500000013
Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

Description of Modification to Solicitation:

TO DISTRIBUTE THE VENDOR QUESTIONS AND RESPONSES.
NO FURTHER CHANGES.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

ATTACHMENT A

Addendum 1

CRFQ DJS1500000013

SECURE DETENTION SERVICES & SECURE DETENTION REHABILITATION

QUESTIONS AND RESPONSES FOR CLARIFICATION.

Q1. Are we quoting a daily rate based on twenty-five beds whether or not all beds are filled?

Example; Will the rate we quote be paid if we have fifteen beds filled on a given day?

A1. Yes, we want to pay a single daily rate for 25 beds. 25 beds must be available whether they are filled or not. Our average last year was 24 beds filled per day.



Youth Services System Inc.

Excellence Since 1974

87 Fifteenth St., PO Box 6041, Wheeling, WV 26003

304-233-9628 • Fax: 304-233-0056

www.YouthServicesSystem.org

Our Mission:

We are a community of caring people sharing a sense of ministry to children and their families.

Board of Directors

E. Marc Abraham
Chair

Jason Koegler
Vice-Chair

Ralph Edwards
Secretary

George Smoulder
Finance Committee Chair

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Terri Garrett

Robert J. Gaudio

Ron Klug

Rod Lee

Dennis Madama

Phil Redford

Wayne Smith

Zak Zatezalo

Executive Director
John Moses

June 22, 2015

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 (DJS150000013) to provide secure detention services and secure commitment rehabilitation services for the Facility.

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

- Addendum Acknowledgement Form
- Solicitation Cover Page signed by YSS's Executive Director
- Secure Detention Pricing Page
- 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
- As required in Section 3 Qualifications:
 1. Facility's Management Staff work history report as evidence that Vendor will employ and professionally management their staff.
 2. Narrative of RCMJC and YSS's history, experience, and programming as evidence of Vendor's experience. Also includes is 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

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,

For your info

Molly Williams
Chief Financial Officer
Youth Services System, Inc.

Our FE

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DJS150000013

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

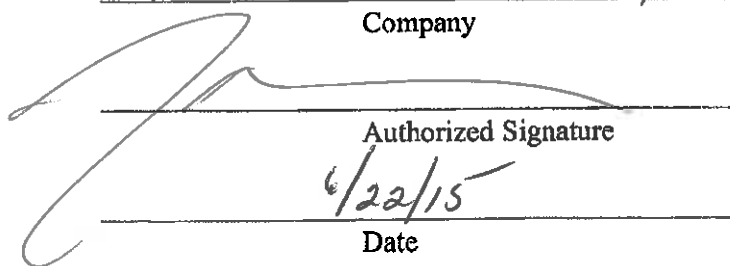
Addendum Numbers Received:

(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

YOUTH SERVICES SYSTEM, INC
Company


Authorized Signature

6/22/15
Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.
Revised 6/8/2012