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# Memorandum

**To: Livingston County Board of Commissioners**  
**From: Lieutenant Tarneseia Pringle**  
**Date: September 6, 2022**  
**Re: Resolution Authorizing Livingston County Sheriff's Office to contract with Advanced Correctional Healthcare (ACH) to Provide Medical Services for the Jail**

Livingston County went out to bid for inmate medical healthcare on May 27, 2022. Livingston County received one (1) proposal in response to the Request for Proposal (RFP) referenced above. Below is a recap of the bid evaluation.

The response was received from Advanced Correctional Healthcare (ACH). ACH provided its response within the timeframe outlined in the RFP.

The evaluation consisted of a review of the responses to the Request for Proposal Scope of Work. A review of the minimum requirements revealed that the vendor met the minimum mandatory requirements (Section 1.2) and confirmed their understanding of the Scope of Work (Sections 1.3 through 1.30 and Sections 3.7 through 3.8). The vendor was determined to be responsive and responsible after a review of the answers to the Scope of Work sections and the information provided on the requisite forms.

On Friday, July 15, 2022, a Zoom meeting was held with ACH to discuss several questions regarding its proposal. Clarification was provided by ACH during the meeting. The clarifications that were discussed and additional information requested during this meeting were provided in writing on Friday, July 22, 2022. The information received from ACH was reviewed and the following decisions were made:

- First, Livingston County would not be going forward with the Mental Health portion of ACH's proposal. The County will continue to utilize the services of Community Mental Health (CMH).
- Second, Livingston County requested an additional 40 hours per week for nursing staff. The Livingston County Jail is carrying out several nursing related activities daily and will be implementing a Medication Assisted Treatment (MAT) Program that will require this additional staff.

On August 18, 2022, ACH was requested to submit an amended proposal that addressed the above changes by August 26, 2022. The amended proposal was received, and two options were offered by ACH.

- Option #1 at an annual cost of \$1,168,374 includes 24 hours nursing and a MAT nurse position and proposed all mental health services as optional in the event the County would like to use these services at another time.
- Option #2 at an annual cost of \$1,452,294 includes a MAT nurse position and 70 hours of a Qualified Mental Health Professional (QMHP). This option includes 24 hours of nursing, nurse for the MAT program and 70 hours per week of mental health services in the jail.

Option #2 is being recommended by the Evaluation Review Committee for approval. On September 9, 2022, Livingston County was informed by CMH that it would no longer be providing mental health services to the County's inmates as of December 31, 2022.

We are requesting the attached resolution be approved to allow the Livingston County Sheriff's Office to enter into a 5-year contract with Advance Correctional Healthcare to provide medical treatment to the inmates at the jail. This contract will take effect on January 1, 2023 and will be a 5 year contract that will expire on December 31, 2027.

If you have any questions, please contact Lt. Pringle.

Respectfully Submitted,

Jail Administrator

Lt. Tarneseia Pringle