



COUNTY OF EL PASO
County Purchasing Department
500 East San Antonio, Suite PU500
El Paso, Texas 79901
(915) 546-2048
(915) 546-8180 Fax

Notice to Interested Parties

Sealed bids will be received at the County Purchasing Department, 500 E. San Antonio, Suite PU500, El Paso, Texas 79901 before 2:00 p.m., **Wednesday, June 7, 2006** to be opened at the County Purchasing Office the same date for **(Re-Bid) Drug Treatment Court Services for the Family Drug Treatment Court Program.**

Bids must be in a sealed envelope and marked:
"Bid to be opened June 7, 2006
(Re-Bid) Drug Treatment Court Services for the
Family Drug Treatment Court Program
Bid # 06-030"

Any questions or additional information required by interested vendors must be submitted in writing to the attention of the County Purchasing Agent before Friday, May 26, 2006, at 12:00 p.m. Questions can be faxed to (915)-546-8180.

Said contract shall be let to the lowest responsible bidder, and the **COMMISSIONER'S COURT RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS AND WAIVE TECHNICALITIES.** Only bids that conform to specifications will be considered. Faxed bids will not be accepted. Successful bidder shall not order items or services until a Purchase Order is received from the County Purchasing Office. Payment will not be made on items delivered without a Purchase Order. Contract will be awarded by lump sum or line item, whichever is in the best interest of the County.

In order to remain active on the El Paso County Vendor list, each vendor receiving this bid must respond in some form. Vendors submitting a bid must meet or exceed all specifications herein. Vendors submitting a no bid must submit their reason in writing to the El Paso County Purchasing Department.

If the bid totals more than \$100,000.00, the bidder shall furnish a certified cashiers check made payable to the order of El Paso County or a good and sufficient bid bond in the amount of 5% of the total contract price, executed with a surety company authorized to do business in the State of Texas. The bid bond must be included with the bid at the time of the opening.

PITI VASQUEZ
County Purchasing Agent

BIDDING SCHEDULE

To: El Paso County, Texas

I or we agree to furnish the following described equipment, supplies, or services for the prices shown in accordance with specifications listed below or attached. By execution of this bid, I hereby represent and warrant to El Paso County that I have read and understood the Bid Documents and the Contract Documents and this bid is made in accordance with the Bid Documents.

Please quote prices and discounts on the following items:

F. O. B. El Paso County

<p>Description – Bid # 06-030 (Re-Bid) Drug Treatment Court Services for the Family Drug Treatment Court Program Vendor must meet or exceed specifications</p>	
<p>Total Proposed Budget (Please include a detailed breakdown)</p>	<p style="text-align: center;">\$</p>
<p>Please do not include tax, as the County is tax-exempt. We will sign tax exemption certificates covering these items. Please submit one (1) original copy and two (2) copies of your bid.</p>	

Company

Address

Federal Tax Identification No.

City, State, Zip Code

CIQ Document Number (Required)

CIQ Sent Date

Representative Name & Title

Telephone & Fax Number

Signature

Date

*****THIS MUST BE THE FIRST PAGE ON ALL BIDS*****

COUNTY OF EL PASO, TEXAS

Solicitation Check List

**(Re-Bid) Drug Treatment Court Services for the Family Drug
Treatment Court Program
Bid #06-030**

THIS CHECKLIST IS PROVIDED FOR YOUR CONVENIENCE

_____ Responses should be delivered to the County Purchasing Department by 2:00 p.m., Wednesday, June 7, 2006. Did you visit our website (www.epcounty.com) for any addendums?

_____ Did you sign the Bidding Schedule?

_____ Did you sign the "Certifications Regarding Lobbying, Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Federal Debt Status, and Nondiscrimination Status And Implementing Regulations" document?

_____ Did you sign the "Consideration of Insurance Benefits" form?

_____ Did you file a copy of the completed Conflict of Interest Questionnaire (Form CIQ) with the El Paso County Clerk (in person or by mail to 500 E. San Antonio, Suite 106, El Paso, TX 79901 or by fax to 915-546-2012 attention Joann) and write the confirmation number given as proof of filing on your bidding schedule? Please include the completed and signed form with your response whether a relationship exists or not.

_____ If your bid totals more than \$100,000, did you include a bid bond?

_____ Did you provide one original and two (2) copies of your response?

(Re-Bid) Drug Treatment Court Services for the Family Drug Treatment Court Program

Bid #06-030



**Opening Date
Wednesday, June 7, 2006**

65th Family District Court Expanded Family Drug Treatment Court Program Purchase of Drug Treatment Court Service Bids

**Treatment Provider Bid Description:
Contractor Criteria:**

Selected Contractor must provide a combination of inpatient and outpatient treatment services for family drug court-expanded track clients. The Court anticipates funding for these services not to exceed \$165,000.

Contractor must:

- Have at least 10 years of experience providing services in El Paso County
- Provide the full scope of treatment interventions at different levels of intensity to meet the unique needs of clients. These interventions must include:
 - detoxification to safely assist the client through the symptoms of withdrawal
 - intensive residential treatment for individuals whose addiction has progressed to severe stages, and
 - outpatient services as a part of the continuum of care for clients who have completed residential treatment and as an appropriate treatment intervention for those whose substance abuse problems have not reached a critical stage
- Have no less than 3 years of experience working with Drug Courts
- Have experience with Criteria for Qualification for Family Drug Court Program
- Have experience implementing the National Drug Court Institute 10 Key Components
- Provide the 65th District Court Family Drug Treatment Court Program with Criteria for Qualification for Inpatient/Outpatient Treatment
- Provide the 65th District Court Family Drug Treatment Court Program, with Screening and Assessment tools tailored to our particular target population

- Designate Treatment Staff to work closely with Drug Court Staff and become familiar with drug courts
- Provide evidence of experience in delivering a specialized Inpatient and Outpatient Treatment Curriculum for Family Based Cases consistent with rules set forth by the Texas Department Family and Protection Services – Family Preservation Cases under the Expanded Family Drug Court
- Provide the required services ***on an as needed basis*** to a maximum of 65 clients per year or as needed by the 65th Family District Court Expanded Family Drug Court Judge, Program Coordinator, and Drug Court Team
- Offer a **“no wait”** basis to provide treatment services to the participants of the 65th Family District Court Expanded Family Drug Court Program

Required services to be offered participants in the 65th District Court Family Drug Treatment Program:

- Detox (methadone detox for opiates), Methadone Maintenance, and Alcohol.
- Residential Treatment for Men - Shall provide the 65th District Court Family Drug Treatment Court Program with client manual, policy/procedure agency book, and weekly reports for clients in treatment.
- Residential Treatment for Women and Children - Shall provide the 65th District Court Family Drug Treatment Court Program with client manual, policy/procedure agency book, and weekly reports for clients in treatment.
- Outpatient Treatment for Men and Women - Shall provide the 65th Family District Court Expanded Drug Court Program with an extensive and flexible curriculum of outpatient sessions and weekly reports for clients in treatment.
- All Treatment and Treatment materials and sessions MUST BE provided to the clients and staff of the 65th District Court Family Drug Treatment Court Program in Spanish and English.

Contractor Requirements:

- Provider Counselors & Treatment staff will be required to participate in the 65th District Court Expanded Family Drug Court Program's monthly

treatment team staffings and hearings and as deemed necessary by Drug Court Judge.

- Licensure Requirements - The contractor shall hold all appropriate licenses as required by the State of Texas for the level of care being provided; i.e., Intensive Residential, Residential, Supportive Outpatient, and Detoxification services. The contractor shall supply all appropriate licenses at time of bid to include current licensing for staff members that will be providing the required services.
- Contractor must provide evidence of culturally appropriate and comprehensive treatment services.
- Contractor within 24 hours following the initial appearance before the drug court judge and acceptance into the program, provide an assessment.
- The defendant must be assessed by qualified counselors/treatment staff by contractor using the Addiction Severity Index (ASI). Results of the ASI are combined with a psychosocial history to determine the extent of the problem, and an appropriate level of care and treatment setting.
- Contractor must develop and submit to the Court individualized treatment plans for each client admitted to a Contractor treatment program. The plan should be designed and written by the counselor, with client participation and input. The treatment plan should be designed to be realistic and practical, and to establish clearly defined goals and objectives that can be achieved by the client with the aid of staff during the course of treatment. The plan must also include a description of the type and frequency of counseling and supportive services, and therapeutic activities that the client is expected to participate in prior to the development of the next treatment plan (30 day intervals).
- Clients admitted to the outpatient clinic *must* receive between 2 and 9 hours of structured activities each week, based on individual need.
- Contractor must ensure that all services address issues in a culturally sensitive manner that is relevant to the different ethnicities and races of participants in the program. Contractor must show previous experience in providing the appropriate services to a diverse population, e.g.; sexual preferences, handicapped, age, gender (also for women with children), language, etc.

- Contractor must provide written materials in English and Spanish that are written at fairly low literacy levels (about 5th grade).
- Contractor must provide reading assistance to non-readers and therapeutic and educational groups should be regularly scheduled at all facilities for clients whose preferred language is Spanish.
- All Contractor facilities must meet the Americans with Disabilities Act (ADA) standards for accessibility.
- Contractor must provide resources to engage these relatively young clients in job training or education programs to prepare them for a long-term career while attending treatment.
- Contractor must include as part of a comprehensive assessment process screening with the short version of the Child Maltreatment Interview Schedule (CMIS).
- Training on the CMIS will be the responsibility of the Contractor to all project participants.
- Contractor must develop a three-phase family-centered outpatient treatment program to include an aftercare program of three months for the Expanded Family Drug Court Program. Although services are tailored to individual need for length and intensity of services, a typical treatment plan will be nine months of services that include three months of participation in individual counseling, family therapy, and multi-family psycho educational groups; three months in aftercare.
- Contractor must provide education on the physiological and psychological effects of alcohol and drug use as well as the affects on family functioning, specific health education issues such as prevention of infectious diseases (e.g., HIV, STDs) and tobacco/ nicotine addiction, the dynamics of relapse and the role of the family in relapse prevention, family violence and abuse issues, and training in specific family management skills such as parenting, communication, stress management, anger management, problem solving, and decision making.
- Contractor must provide family activities once a month to enhance social skills;
- Contractor must offer incentives, snacks, transportation, and child care services for siblings while drug court participants are in treatment sessions.

- Contractor must provide aftercare such as support groups of alumni, current clients, and extended families that may drop in for services as needed.

DRUG COURT PHASES	P I	P II	P III			Aftercare			
	<u>Month 1</u>	<u>Month 2</u>	<u>Month 3</u>	<u>Month 4</u>	<u>Month 5</u>	<u>Month 6</u>	<u>Month 7</u>	<u>Month 8</u>	<u>Month 9</u>
<u>Drug Court Hearings</u>	4	3	2	1	1	1			
<u>Treatment</u>									
Individual Counseling	2	1	1						
Multi-Family Psychoed. Group	4	3	2						
Family Therapy	3	2	1						
Aftercare support groups							1	1	1
<u>Parenting Intervention</u>									
			2	4	4	4			
			2	4	1				

(*Numbers reflect the number of times clients must receive types of treatment while in the drug court program)

A successful bidder must demonstrate the following:

- Licensure, organizational and staff experience, to provide the required services. (A one page Bio of each proposed staff member may be included)
- The ability and resource to provide the required services. (maximum 3 pages)
- The experience and ability to work with the court system. (maximum 3 pages)
- A detailed budget and budget narrative justifying each expense.

COUNTY OF EL PASO, TEXAS

CERTIFICATIONS REGARDING LOBBYING, DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; DRUG-FREEWORKPLACE REQUIREMENTS; FEDERAL DEBT STATUS, AND NONDISCRIMINATION STATUS AND IMPLEMENTING REGULATIONS*

Instructions for the certifications:

General Requirements

The County of El Paso, Texas is required to obtain from all applicants of federal funds or pass-through certifications regarding federal debt status, debarment and suspension, and a drug free workplace. Institutional applicants are required to certify that they will comply with the nondiscrimination statutes and implementing regulations.

Applicants should refer to the regulations cited below to determine the certifications to which they are required to attest. Signature of the form provides for compliance with certification requirements under 21 CFR part 1405, "New Restrictions on Lobbying," 21 CFR part 1414, Government wide Debarment and Suspension (Non procurement), Certification Regarding Federal Debt Status (OMB Circular A-129), and Certification Regarding the Nondiscrimination Statutes and Implementing Regulations. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the County of El Paso determines to award the covered cooperative agreement

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented in 21 CFR part 1405, for persons entering into a cooperative agreement over \$100,000, as defined at 21 CFR Part 1405, the applicant certifies that;

(a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement,

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal Grant or cooperative agreement, the undersigned shall complete and submit Standard Form -LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award document for all sub-awards at all tiers (including sub-grants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

1. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by Executive Order 12549, Debarment and Suspension and implemented at 21 CFR Part 1404, for prospective participants in primary covered transactions

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or and a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State, or local) transaction or contract under a public transaction violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to the application.

2. DRUG-FREE WORKPLACE

As required by the Drug Free Workplace Act of 1988, and implemented at 21 CFR Part 1404 Subpart F.

A. The applicant certifies that it will or will continue to provide a drug free workplace by:

(a). Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the applicant's workplace and specifying the actions that will be taken against employees for violations of such prohibition;

(b) Establishing an on-going drug free awareness program to inform employees about:

(1) The dangers of drug abuse in the workplace;

(2) The applicant's policy of maintaining a drug free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violation occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a)

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee must

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such convictions. Employers of convicted employees must provide notice including position title, to: The County of El Paso, Texas, 500 East San Antonio Street, Suite 406, El Paso, Texas 79901. Notice shall include the identification number of each affected grant

(f) Taking one of the following actions within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal State, or local health, law enforcement, or other appropriate agency

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

3. CERTIFICATION REGARDING FEDERAL DEBT STATUS (OMB Circular A-129)

The Applicant certifies to the best of its knowledge and belief, that it is not delinquent in the repayment of any federal debt.

4. CERTIFICATION REGARDING THE NONDISCRIMINATION STATUTES AND IMPLEMENTING REGULATIONS

The applicant certifies that it will comply with the following nondiscrimination statutes and their implementing regulations: (a) title VI of the Civil right Act of 1964 (42 U.S.C. 2000D et seq.) which provides that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of or be otherwise subjected to discrimination under any program or activity for which the applicant received federal financial assistance; (b) Section 504 of the rehabilitation Act of 1973, as amended (29

U.S.C. 794), which prohibits discrimination on the basis of handicap in programs and activities receiving federal financial assistance; (c) title IX of the Education Amendments of 1972m as amended (20 U.S.C. 1981 et seq.) which prohibits discrimination on the basis of sex in education programs and activities receiving federal financial assistance; and (d) the Age Discrimination Act of 1975, and amended (42 U.S.C. 6101 ec seq.) which prohibits discrimination on the basis of age in programs and activities receiving federal financial assistance, except that actions which reasonably take age into account as a factor necessary for the normal operation or achievement of any statutory objective of the project or activity shall not violate this statute.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Business Name

Date

Name of Authorized Representative

Signature of Authorized Representative

* All four (4) pages of this document must be included in all responses.

COUNTY OF EL PASO PURCHASING DEPARTMENT

COUNTY COURTHOUSE, 500 EAST SAN ANTONIO,
ROOM PU500, EL PASO, TEXAS 79901
(915) 546-2048, FAX: (915) 546-8180

PITI VASQUEZ, PURCHASING AGENT
JOSE LOPEZ, JR. ASST. PURCHASING AGENT
CLAUDIA SEPULVEDA, BID CLERK/BUYER

BIDDING CONDITIONS

This is the only approved instruction for use on your invitation to bid. Items below apply to and become a part of the terms and conditions of the bid.

1. BY SUBMITTING A BID, EACH BIDDER AGREES TO WAIVE ANY AND ALL CLAIMS IT HAS OR MAY HAVE AGAINST THE COUNTY OF EL PASO, AND ITS OFFICERS, AGENTS AND EMPLOYEES, ARISING OUT OF OR IN CONNECTION WITH: THE DOCUMENTS, PROCEDURES, ADMINISTRATION, EVALUATION, OR RECOMMENDATION OF ANY BID; THE WAIVER BY EL PASO COUNTY OF ANY REQUIREMENTS UNDER THE BID DOCUMENTS OR THE CONTRACT DOCUMENTS; THE ACCEPTANCE OR REJECTION OF ANY BIDS; AND THE AWARD OF THE CONTRACT.
2. Bids must be in the Purchasing Department BEFORE the hour and date specified. Faxed bids will not be accepted.
3. Late bids properly identified will be returned to bidder unopened. Late bids will not be considered under any circumstances.
4. All bids are for new equipment or merchandise unless otherwise specified.
5. Quotes F.O.B. destination. If otherwise, show exact cost to deliver.
6. Bid unit price on quantity specified-extend and show total. In case of error in extension, unit prices shall govern. Bids subject to unlimited price increases will not be considered.
7. Bids must give full firm name and address of bidder. Failure to manually sign bid will disqualify it. Person signing should show title or authority to bind his firm in a contract.
8. No substitutions or cancellations permitted without written approval of County Purchasing Agent.
9. The County reserves the right to accept or reject all or any part of any bid, waive minor technicalities and award the bid to the lowest responsible bidder. The County of El Paso reserves the right to award by item or by total bid. Prices should be itemized.
10. Bids \$100,000.00 and over, the bidder shall furnish a certified cashiers check made payable to the County of El Paso or a good and sufficient bid bond in the amount of 5% of the total contract prices and execute with a surety company authorized to do business in the State of Texas. The bid bond must be included with the bid at the time of the opening.
11. This is a quotation inquiry only and implies no obligation of the part of the County of El Paso.
12. The County of El Paso reserves the right to reject any proposal due to failure of performance on deliveries. The County Purchasing Agent will justify this.

13. Brand names are for descriptive purposes only, not restrictive.
14. The County of El Paso is an Equal Opportunity Employer.
15. Any proposal sent via express mail or overnight delivery service must have the proposal number and title clearly marked on the outside of the express mail or overnight delivery service envelope or package. Failure to clearly identify your proposal may be cause for disqualification.
16. PURSUANT TO TEXAS GOVERNMENT CODE SECTION 2253.021, A PRIME CONTRACTOR WHO IS AWARDED A PUBLIC WORKS CONSTRUCTION CONTRACT SHALL, PRIOR TO BEGINNING THE WORK, EXECUTE TO THE COUNTY:
 - a. A PERFORMANCE BOND, IN THE FULL AMOUNT OF THE CONTRACT, IF THE CONTRACT IS IN EXCESS OF \$100,000; AND
 - b. A PAYMENT BOND, IN THE FULL AMOUNT OF THE CONTRACT, IF THE CONTRACT IS IN EXCESS OF \$25,000.
17. PURSUANT TO TEXAS LOCAL GOVERNMENT CODE SECTION 262.032(b), ANY SUCCESSFUL BIDDER WHO IS AWARDED ANY CONTRACT IN EXCESS OF \$50,000 MAY BE REQUIRED TO EXECUTE A PERFORMANCE BOND TO THE COUNTY. SAID BOND SHALL BE IN THE FULL AMOUNT OF THE CONTRACT AND MUST BE FURNISHED WITHIN 30 DAYS AFTER THE DATE A PURCHASE ORDER IS ISSUED OR THE CONTRACT IS SIGNED AND PRIOR TO COMMENCEMENT OF THE ACTUAL WORK. ANY PERFORMANCE BOND REQUIRED PURSUANT TO THIS SECTION SHALL BE NOTED IN THE ATTACHED DETAILED BID SPECIFICATIONS OR SCOPE OF WORK. THIS SECTION DOES NOT APPLY TO A PERFORMANCE BOND REQUIRED BY CHAPTER 2253, TEXAS GOVERNMENT CODE.
18. "Beginning January 1, 2006, in order to implement HB 914 (adding new Local Government Code Chapter 176), ALL VENDORS MUST SUBMIT A CONFLICT OF INTEREST QUESTIONNAIRE (Form CIQ) disclosing its affiliations and business relationships with the County's Officers (County Judge and Commissioners Court) as well as the County employees and contractors who make recommendations for the expenditure of County funds. The names of the County Officers and of the County employees and contractors making recommendations to the County Officers on this contract are listed in the Specifications.

THE CONFLICT OF INTEREST QUESTIONNAIRE MUST BE FILED WITH THE COUNTY CLERK AND A COPY OR PROOF OF FILING MUST BE ATTACHED TO THE BIDDER'S RESPONSE SUBMITTED TO THE PURCHASING DEPARTMENT.

Bidders should be aware that this bidding condition is not intended to cover or to advise you about all situations in which Local Government Code Chapter 176 would require you to file a Form CIQ. You should consult your private attorney with regard to the application of this law and your compliance requirements. Failure to comply is punishable as a Class C misdemeanor.

NOTICE:

ALL COMMUNICATIONS BY A VENDOR TO THE COUNTY, ITS OFFICIALS, AND DEPARTMENT HEADS REGARDING THIS PROCUREMENT SHALL BE DONE THROUGH THE EL PASO COUNTY PURCHASING DEPARTMENT. **THE EL PASO COUNTY CODE OF ETHICS PROHIBITS ALL PRIVATE COMMUNICATION BETWEEN VENDORS AND CERTAIN COUNTY OFFICIALS AND EMPLOYEES AS DESCRIBED BELOW:**

No vendor, its representative, agent, or employee shall engage in private communication with a member of the El Paso County Commissioners Court or county department heads regarding any procurement of goods or services by the County from the date that the bid, RFP, or RFQ is released. No private communication regarding the purchase shall be permitted until the procurement process is complete and a purchase order is granted or a contract is entered into. Members of the commissioners court are required to make a reasonable effort to inform themselves regarding potential procurements and have a duty to inquire of vendors, their representatives or employees, the nature of any private communication being sought prior to engaging in any communication. "Private Communication" means communication with any vendor outside of a posted meeting of the governing body, a regular meeting of a standing or appointed committee, or a negotiation with a vendor which has been specifically authorized by the governing body.

Health Insurance Benefits Provided By Bidder

Consideration of Health Insurance Benefits*

1. Do you or your subcontractor(s) currently offer health insurance benefits to your employees?

If so, please describe those health insurance benefits that you or your subcontractor(s) currently provide/offer to your employees.

2. What percentage, if any, of your of your subcontractor's employees are currently enrolled in the health insurance benefits program?

El Paso County may consider provision of health insurance benefits as part of the overall "best value" determination. Failure to provide health insurance benefits will not disqualify you from participating in this bid selection process.

Business Name

Date

Name of Authorized Representative

Signature of Authorized Representative

*

* This page must be included in all responses.



COUNTY OF EL PASO
County Purchasing Department
500 East San Antonio, Suite PU500
El Paso, Texas 79901
(915) 546-2048
(915) 546-8180 Fax

RE: Bid #06-030, (Re-Bid) Drug Treatment Court Services for the Family Drug Treatment Court Program

Dear Vendor:

As of January 1, 2006, the Texas Local Government Code Chapter 176 requires all vendors and potential vendors who contract or seek to contract for the sale or purchase of property, goods, or services with any local government entity to complete and submit a Conflicts of Interest Questionnaire. A copy of the requirements regarding vendors is attached. Also attached is a copy of the Questionnaire which needs to be filed and was prepared and approved for statewide use by the Texas Ethics Commission.

In filing out the Questionnaire, the following are the County Officers that will award the bid and the employees which will make a recommendation to the Commissioners Court:

County Officers: County Judge Dolores Briones
Commissioner Larry Medina
Commissioner Betti Flores
Commissioner Miguel Teran
Commissioner Dan Haggerty

County Employees: Piti Vasquez, Purchasing Agent
Jose Lopez, Jr., Assistant Purchasing Agent
Claudia Sepulveda, Bid Clerk/Buyer
Alfredo Chavez, Judge
Annabelle Casas-Mendoza, Drug Court Program Director
Fernando Rodriguez, Program Evaluator
Lorena Heredia, Accounting Supervisor JPD
Kaysie Reinhardt, CPS

Please note that the state law requires that the Questionnaire be filed with the **COUNTY CLERK** no later than **the 7th business day after submitting an application, response to an RFP, RFQ or bid** or any other writing related to a potential agreement with the County. Failure to file the questionnaire within the time provided by the statute is a Class C misdemeanor

Tex. Local Gov't Code § 176.006 (2005)

§ 176.006. Disclosure Requirements for Vendors and Other Persons; Questionnaire

(a) A person described by Section 176.002(a) shall file a completed conflict of interest questionnaire with the appropriate records administrator not later than the seventh business day after the date that the person:

(1) begins contract discussions or negotiations with the local governmental entity; or

(2) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential agreement with the local governmental entity.

(b) The commission shall adopt a conflict of interest questionnaire for use under this section that requires disclosure of a person's affiliations or business relationships that might cause a conflict of interest with a local governmental entity.

(c) The questionnaire adopted under Subsection (b) must require, for the local governmental entity with respect to which the questionnaire is filed, that the person filing the questionnaire:

(1) describe each affiliation or business relationship the person has with each local government officer of the local governmental entity;

(2) identify each affiliation or business relationship described by Subdivision (1) with respect to which the local government officer receives, or is likely to receive, taxable income from the person filing the questionnaire;

(3) identify each affiliation or business relationship described by Subdivision (1) with respect to which the person filing the questionnaire receives, or is likely to receive, taxable income that:

(A) is received from, or at the direction of, a local government officer of the local governmental entity; and

(B) is not received from the local governmental entity;

(4) describe each affiliation or business relationship with a corporation or other business entity with respect to which a local government officer of the local governmental entity:

(A) serves as an officer or director; or

(B) holds an ownership interest of 10 percent or more;

(5) describe each affiliation or business relationship with an employee or contractor of the local governmental entity who makes recommendations to a local government officer of the local governmental entity with respect to the expenditure of money;

(6) describe each affiliation or business relationship with a person who:

(A) is a local government officer; and

(B) appoints or employs a local government officer of the local governmental entity that is the subject of the questionnaire; and

(7) describe any other affiliation or business relationship that might cause a conflict of interest.

(d) A person described by Subsection (a) shall file an updated completed questionnaire with the appropriate records administrator not later than:

(1) September 1 of each year in which an activity described by Subsection (a) is pending; and

(2) the seventh business day after the date of an event that would make a statement in the questionnaire incomplete or inaccurate.

(e) A person is not required to file an updated completed questionnaire under Subsection (d)(1) in a year if the person has filed a questionnaire under Subsection (c) or (d)(2) on or after June 1, but before September 1, of that year.

(f) A person commits an offense if the person violates this section. An offense under this subsection is a Class C misdemeanor.

(g) It is a defense to prosecution under Subsection (f) that the person filed the required questionnaire not later than the seventh business day after the date the person received notice of the violation.

Tex. Local Gov't Code § 176.001 (2005)

§ 176.001. Definitions

In this chapter:

(1) "Commission" means the Texas Ethics Commission.

(2) "Family member" means a person related to another person within the first degree by consanguinity or affinity, as described by Subchapter B, Chapter 573, Government Code.

(3) "Local governmental entity" means a county, municipality, school district, junior college district, or other political subdivision of this state or a local government corporation, board, commission, district, or authority to which a member is appointed by the commissioners court of a county, the mayor of a municipality, or the governing body of a municipality. The term does not include an association, corporation, or organization of governmental entities organized to provide to its members education, assistance, products, or services or to represent its members before the legislative, administrative, or judicial branches of the state or federal government.

(4) "Local government officer" means:

(A) a member of the governing body of a local governmental entity; or

(B) a director, superintendent, administrator, president, or other person designated as the executive officer of the local governmental entity.

(5) "Records administrator" means the director, county clerk, municipal secretary, superintendent, or other person responsible for maintaining the records of the local governmental entity.

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire is being filed in accordance with chapter 176 of the Local Government Code by a person doing business with the governmental entity.

By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.

A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of person doing business with local governmental entity.

2

Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3

Name each employee or contractor of the local governmental entity who makes recommendations to a local government officer of the governmental entity with respect to expenditures of money AND describe the affiliation or business relationship.

4

Name each local government officer who appoints or employs local government officers of the governmental entity for which this questionnaire is filed AND describe the affiliation or business relationship.

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor or other person doing business with local governmental entity

FORM CIQ

Page 2

5

Name of local government officer with whom filer has affiliation or business relationship. (Complete this section only if the answer to A, B, or C is YES.

This section, item 5 including subparts A, B, C & D, must be completed for each officer with whom the filer has affiliation or other relationship. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income from the filer of the questionnaire?

Yes

No

B. Is the filer of the questionnaire receiving or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local governmental entity?

Yes

No

C. Is the filer of this questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes

No

D. Describe each affiliation or business relationship.

6

Signature of person doing business with the governmental entity

Date

VENDORS RECEIVING SPECIFICATIONS

RFP #06-030 (Re-Bid) Drug Treatment Court Services for the Family Drug Treatment Court
Opening Date: Wednesday, June 7, 2006

NAME	COMPANY	ADDRESS
	El Paso Center Against Family Violence	3800 N Piedras Ste. C (79930)
Carlisle Navidomskis, LPC	Horizon Family Counseling	14200 Ashford (Horizon City, TX 79928)
	J & Associates	1133 Will Road (79912)
Angel Montoya	Texas Alcohol Education Services	PO Box 221634 (79913)
Ann S. Goff		4410 Emory (79922)
	Providence Service Corp.	2211 E Missouri, Ste. E-243 (79903)
Ben Bass	El Paso Alliance	3901 Montana (79903)
Bill E. Cafee	Corrective Training	645 Francis St (Lancaster, TX 75146)
Charles Smith, LPC		10233 Byway Dr. (79925)
Curtis Lincoln		4963 Grapelane Dr. (79924)
Dan Sounders, Director	Reformers Unanimous	4710 Hercules Ave (79904)
Douglas Denton	Homeward Bound, Inc.	233 W 10th St. (Dallas, TX 75208)
Douglas Hopkins		2030 Gateway North (79903)
Jaime Y Barron		2530 Richmond Ave (79903)
Jesus Terrazas, Owner	Terrazas Center	3030 Montana. (79903)
Richard Holzman		210 Montebello Dr. (79912)
Robert Gonzalez	Omega Counseling Services	8201 Lockheed, Ste. 115 (79925)
Stephanie Dotson	Child Crisis Center of El Paso	2100 N Stevens St. (79930)
	CBMC (Anger Clinic)	PO Box 221542 (79913)
Dan Leonard	Alliance Hospital	100 Laura Ct., (Santa Teresa, NM 88008)
Carol Anderson	Alternatives Centre for Behavioral Health	5001 Alabama (79930)
Richard Perkins	Aliviane, Inc.	P.O. Box 371710 (79937-1710)
Giudo Barrientos		5959 Gateway West, Ste. 365 (79925)
Manny Barrios		1708 Michelle Jones (79936)
Rodolfo Basurto, PhD	Amanecer Psychological Services	6044 Gateway East, Ste. 605 (79905)
David Cuevas, Jr.		8416 Villanova (79907)
Cecilia DeVargas		2701 E Yandell Dr. (79903)
Doyle Moore	Prison Health Services Inc.	105 Westpark Dr., Ste. 300 (Brentwood, TN 37027)
Sue Jacobson	Child Guidance Center	2701 E Yandell Dr. (79903)
Julian Correa, LCDC	Total Freedom Program	1643 Phil Gribbs (79936)
Hector Morales, Administrator	Columbia Behavioral Center Chemical Dependency Unit)	1155 Idaho (79902)
Emory Crawford		3120 Dyer, Las Cruces, NM 88011
	Gateway Family Counseling	PO Box 370173 (79937)
Dr. Izola Floyd		P.O. Box 370173 (79937)
James Vincent Hennesburg	Henneburg Counseling Center, P.C.	1420 Geronimo, Ste. B4 (79925)
Abraham Katz		1201 E Schuster, Bldg. 1B (79902)
Blanche Kelly		9434 Viscount Blvd. Suite 102 (79925)
Cecilia B. Luna		468 San Blas (79912)
Miriam Marvasti		8757 Carlitas Joy (Las Vegas, NV 89117)

VENDORS RECEIVING SPECIFICATIONS

RFP #06-030 (Re-Bid) Drug Treatment Court Services for the Family Drug Treatment Court

Opening Date: Wednesday, June 7, 2006

NAME	COMPANY	ADDRESS
Fernando Muniz	Monty & Muniz Rehabilitation Services, Inc.	1600 Lee Trevino, Ste. C-3 (79936)
Besty Nacim	Adult & Adoloscent Counseling Center	2330 Montana Ave. (79903)
Oscar Perez	Millenium Mental Health	PO Box 971908 (79907)
Donna Moltane		5048 Love Rd. (79922)
Jorge Montes	Montes & Associates	109 N Oregon, Ste. 402 (79901)
Luis Natalicio		1113 Whitaker Lane (79902)
Alonso Varela	New Beginnings Outpatient Services	6044 Gateway East, Ste. 610 (79905)
Robert W. Malone, Jr.	Naphcare Inc.	950 22nd St. N. Ste. 590 (Birmingham, AL 35203)
Oscar Perez		1400 N El Paso, St Bldg A (79902)
Norma Reed		1310 Montana (79902)
Adnate Avalos	Rio Del Sol Counseling Services	11472 David Carrasco (79936)
Marie Robles		2348 Juliette Low (79936)
CJ Ford	RTW Co.	1110 Banker (Canutillo, TX 79835)
David Kruzich	Serenity Outpatient Service	4265 Alabama (79930)
Scott Richmond	Horizon Behavioral Services	410 17th St. Ste. 2000 (Denver, CO 80202)
Armando Uraga/Ruben Jurado	TQM Care Institute	2104 E Yandell (79903)
Adolfo Alvarez	US Department of Justice	868 Springfire Dr. (79912)
Richard Salcido, Executive Director	Family Services of El Paso	2930 N Stanton (79902)
Scott Pelking, LPC		PO Box 12893 (79913)
Amy Harrell-Medellin	Deer Oak EAP Services	7272 Wurzbach Ste. 601 (San Antonio, TX 78240)
Patricia Ann Schoenhofer		4120 Rio Bravo Ste. 202 (79902)
Jamie Y Barron	Barron & Jenkerson	2530 Richmond Ave. (79903)
Donna McGilley	Liberty Healthcare Corp.	401 E City Ave. Ste 820 (Bala Cynwyd, PA 19004)
Sean Murphy	MHM Services Inc.	1593 Spring Hill Rd., Ste 610 (Vienna, VA 22182)
Porter Fowler	Behavior Help, Inc.	30101 Agoura Ct. #150 (Agoura Hills, CA 91301)
Manuel Medrano, Owner	No Inebriate Driving Education Program	701 Montana (79902)
Melissa Nicholson		9825 Eastridge Drive (79925)
Lucia S. Gadney	Pinnacle Service	8001-E North Mesa B162 (79932)
Carloyn Esparza	Community Solutions of El Paso Inc	2200 N Yarbrough B245 (79925)
Rosie Schmidt, LPC Director	Parenting & Counseling Center	1400 El Paso St. Bldg. A (79902)
Leonard Stratchko, CFO	Youth Advocate Programs, Inc.	2007 N.Third St. (Harrisburg, PA 17102)
Laura Lopez-Hernandez	Alcohol & Drug Educational Services	1801 Wyoming, Suite 102 (79902)
Selene Magno	Sun City Behavioral Health Care	1014 Montana Ave. Ste. 1 (79902)
Richard C. Smith Jr.	Trans Texas Counseling	P.O. Box 262 (Odessa, TX 79760)
	Z&Z Certified Anger Management Providers	3431 Pershing Ave. Ste. A-2 (79903)
Armando Martinez		10536 Montwood, Ste. A. (79935)