

AGH
539498

50382-26
44102-04

JUVENILE SERVICES DETENTION CONTRACT

BETWEEN THE

**NEBRASKA DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF CHILDREN AND FAMILY SERVICES
AND**

NORTHEAST NEBRASKA JUVENILE SERVICES

This contract is entered into by and between the Nebraska Department of Health and Human Services, **DIVISION OF CHILDREN AND FAMILY SERVICES, OFFICE OF JUVENILE SERVICES** (hereinafter "DHHS"), and **NORTHEAST NEBRASKA JUVENILE SERVICES** (hereinafter "Contractor").

PURPOSE. The purpose of this contract is for the provision of **JUVENILE DETENTION SERVICES** for juveniles committed to, or placed with the DHHS; and Whereas, the Contractor is providing Juvenile Detention Services, **1313 1/2 North Main, Madison, NE 68748.**

I. TERM AND TERMINATION

- A. TERM. This contract is in effect from July 1, 2010 until June 30, 2011.
- B. TERMINATION. This contract may be terminated at any time upon mutual written consent or by either party for any reason upon submission of written notice to the other party at least Thirty (30) days prior to the effective date of termination. DHHS may also terminate this contract in accord with the provisions designated "FUNDING AVAILABILITY" and "BREACH OF CONTRACT." In the event either party terminates this contract, the Contractor shall provide to DHHS all work in progress, work completed, and materials provided to it by DHHS in connection with this contract immediately.

II. CONSIDERATION

- A. TOTAL PAYMENT.
 - 1. DHHS shall pay the Contractor a total amount not to exceed \$170.00 (**One hundred and Seventy Dollars**) per youth, per day for juvenile detention services, for a contract total not to exceed \$900,000 (**Nine Hundred Thousand**) when meeting the detention population criteria and time lines listed under III. Scope of Services by Contractor.

B. PAYMENT STRUCTURE.

1. The Contractor shall not be responsible for costs associated with the provision of authorized medical or dental care not covered by Medicaid or third party insurance, which shall be the responsibility of DHHS.
2. For each payment, the Department will provide a breakdown to Contractor which shows the invoice number, each juvenile's name and the juvenile's dates of service paid.
3. DHHS agrees to pay the Contractor for additional staff at the hourly rate for a Juvenile Detention Officer position at the time the service is provided (currently **\$11.00 per hour**) for one additional staff person per day for a maximum of twelve hours per day. The Contractor shall document the justification for using additional staff and provide a schedule of hours worked by the additional staff person. The Contractor will use the additional staff person when the Contractor determines that assistance is needed to meet the needs of juveniles that are demonstrating serious behavioral issues. Also the Contractor agrees to use the additional staff person or other detention center employee to provide transportation of a juvenile resident to a medical practitioner or hospital for non-life threatening emergency assistance.
4. DHHS agrees to pay for the first day of detention but not the last day.
5. The Contractor is responsible for any and all costs associated with the production and delivery of reports. No other charges may be submitted under the terms of this contract without prior approval and agreement of DHHS for the services specified herein.
6. The Contractor agrees to submit invoices for detention services each month.

C. OVERPAYMENTS.

Should the DHHS overpay the Contractor for services rendered or make payments in error for services that were not provided, the Contractor will notify the DHHS within the next regular billing cycle. The Contractor understands that any and all overpayments remain the property of the DHHS and that the DHHS retains the right to recover any and all amounts overpaid. DHHS reserves the right to offset overpaid amounts by withholding or reducing future payments.

III. SCOPE OF SERVICES

A. The Contractor agrees to provide:

1. Juvenile Detention Services for youth who are committed to the care and custody of DHHS under the following circumstances:
 - a. The court order states DHHS has full care and custody of a detained youth for placement in the community.
 - b. The court order places a juvenile in a detention setting pending a DHHS evaluation. For purposes of this Contract, the parties agree that an evaluation begins when the evaluation provider makes a person to person contact with the youth, family/relatives or other person (including but not limited to, court officials, probation officer, juvenile services officers, therapist, and/or school official) or is directed by the court for purposes of obtaining information necessary for the assessment of the youth. The evaluation ends when the final evaluation report is delivered to the juvenile court. DHHS agrees to provide the Contractor with written confirmation of the date the evaluation begins and the date the final evaluation report is delivered to the juvenile court.
 - c. The parties further agree that DHHS is responsible for the pre-evaluation detention costs for any days over the first ten days from the date the evaluation is ordered by the court.
 - d. The Court orders a youth committed to one of the YRTC's. DHHS shall only be responsible until the date of the order committing the youth, and not for any dates thereafter.
 - e. DHHS issues a written Detainer placing a youth in detention for purposes of conducting an administrative review hearing.
 - f. DHHS authorizes in writing the detention of a youth that is detained by a law enforcement agency, as a result of a new law violation to be processed in juvenile court.
 - g. The Contractor agrees that for valuable consideration provided by DHHS, the Contractor will provide Detention Services as described in Attachment A, and in accordance with standards outlined in Attachment B, which is attached hereto and by this reference are incorporated as if set forth verbatim. The Contractor agrees that services shall be provided to DHHS and that any other services operated by the Contractor are not covered by this contract.

2. Service to be Provided

- a. The Contractor agrees to accept and serve all youth referred to them by DHHS. However if the Contractor is at or over capacity at the time of referral or is unable to meet the medical or psychological needs of the juvenile DHHS agrees to remove the juvenile from the detention center within 12 hours from placement. This acceptance and continuing commitment to serve and protect is unconditional.
- b. The Contractor agrees to verify the authority for the detention by securing a copy of a "Detainer for Apprehension and Temporary Detention of Juveniles" from the referring DHHS Case Manager. The Contractor agrees to verify the authority for detention by securing a copy of the court order from the presiding court. A copy of the detainer and/or court order must accompany the billing document.
- c. The Contractor is responsible for providing shelter, food, personal hygiene items, and recreational activities.
- d. The Contractor agrees to complete an inventory on all youth that enter the program. This inventory will document all personal belongings of the youth at the time of admittance. The inventory shall be dated and signed by the Contractor and youth, and by their parents and DHHS Case Manager if available. The Contractor is responsible for updating the inventory. At the time of discharge, the Contractor will provide a copy of the written inventory to the next placement, parent, Case Manager, or guardian. The Contractor will ensure that all personal belongings of the youth are returned to the youth or DHHS Case Manager upon the discharge, or as soon thereafter as practicable. The Contractor shall take reasonable steps to ensure the security of all personal belongings owned by youth under the Contractor's care in order to prevent the theft, damage or destruction beyond normal wear and tear of such belongings. Failure to take such steps may result in the imposition of a damage assessment against the Contractor.
- e. The Contractor will ensure that the safety and special needs of youth in their care are met by complying with the Nebraska Juvenile Detention Standards. The Contractor may determine appropriate placement of the youth within the facility based upon assessment and classification.
- f. Once a contract is finalized, the Contractor agrees to begin services immediately.
- g. The Contractor agrees to complete a discharge summary for each youth and to send it to the DHHS Case Manager within seven working days of the completion of services. The discharge summary should document the youth's stay in the detention facility with specific documentation on any displayed

behaviors, critical incidents, and any medication dispensed during the youth's stay in the detention facility.

- h. Should DHHS decide to implement performance accountability process, the Contractor agrees to work with DHHS to develop a system of performance accountability that measures quality, efficiency and effectiveness of service.
3. Request for Services Not Guaranteed. The Contractor understands and agrees that this contract does not guarantee that such services will be requested by DHHS. Furthermore, the Contractor understands and agrees that no minimum number of referrals for services from DHHS will be expected.
4. Required Reports. The Contractor will immediately report (verbally) to the DHHS Case Manager or the Case Manager's Supervisor all changes which will affect the youth's status (e.g., running away, aggressive behavior, suicidal ideation, minor illness that does not respond to treatment, major illness, accident, change in school status, etc).
5. Authorization for Medical Care. The Contractor is hereby authorized to provide/obtain all necessary emergency medical care for state wards placed in their care. If the emergency is of a medical or psychiatric nature that may necessitate hospital admission, the Contractor shall contact DHHS or designee. When emergency medical care is provided/ obtained for a state ward, the Contractor shall notify the youth's DHHS Case Manager, the Case Manager's supervisor, or the designated coverage worker, no later than the next working day.
6. HIV Testing Prohibited. DHHS does not allow HIV antibody testing or other screening testing for the AIDS virus without informed consent in writing from DHHS. When consent is obtained, testing must be performed according to written DHHS policy, which includes procedures for ensuring confidentiality and for use of the state's AIDS Counseling, Testing, Referral and Partner Notification Sites (CTRPN's) when appropriate. In all cases, appropriate pre-test and post-test counseling must be provided. Because the OSHA Act of 1981 requires that all facilities provide a safe working environment, OSHA has adopted the CDC's requirements for Universal Precautions. Therefore, HIV antibody testing or any other AIDS virus testing is never considered necessary as a prerequisite for obtaining services. The Contractor and DHHS will jointly consult regarding obtaining an HIV antibody test on any ward when, despite having taken universal precautions, some exposure to HIV was possible. When informed consent is requested for such Contractor staff exposure, DHHS will request the Contractor's written OSHA policies (that comply with state law when appropriate) describing the need for informed consent from the ward's guardian, the process by which the testing and the results of testing are kept confidential and not placed in the youth's record, and the fact that DHHS will be notified of the results of such confidential testing. All medical contact, emergency and non-emergency, will be documented in one location in the state ward's case record by the Contractor.

7. Responsibilities and Authorizations. The Contractor recognizes and reaffirms DHHS' ongoing responsibility for the youth and the long-term case planning. Therefore, the Contractor agrees to continue services until a revision in the youth's case plan is implemented by DHHS, except in cases in which the Contractor has given written notice of desire to return a youth in accordance with this contract. Furthermore, all contacts with the youth's family are to be made in accordance with plans approved by DHHS, and the Contractor agrees not to accept payment from the family of the youth unless an established part of the case plan includes a fee for services. The youth is not to be transferred to any other facility or other placement without the authorization of DHHS.

B. DHHS shall do the following:

1. The parties further agree that DHHS is responsible for the pre-evaluation detention costs for any days over the first ten days from the date the evaluation is ordered by the court.
2. DHHS may remove a youth immediately upon notice for such reasons as alleged child abuse or neglect, court discharge, significant destruction of the care facility, or other causes determined by DHHS to be in the best interest of the child.
3. DHHS agrees to enforce the following time lines when authorizing detention services to youth:
 - a. Youth ordered to DHHS for placement in the community shall be removed from detention immediately upon becoming aware of the court order; unless the court has ordered the youth remain in detention pending placement.
 - b. Placement of youth in detention by DHHS to review violations and return to the community will not exceed 3 days without authorization from the Service Area Administrator or their designee.
 - c. Placement of youth in detention by DHHS to review violations and return to an YRTC will not exceed 3 days.
 - d. Placement of youth in detention that are returning to the juvenile court for further disposition will not exceed 15 days without receiving authorization from the Service Area Administrator or their designee.
 - e. The length of detention for youth charged with new law violation(s) will be reviewed by DHHS every 7 days.
 - f. If a youth is placed in the detention without adequate clothing, DHHS Case Manager will assess the situation and authorize the purchase of clothing, at DHHS expense as needed to provide for the youth for a short period of time.

- g. DHHS will comply with applicable provisions of the Federal Juvenile Justice and Delinquency Prevention Act and the Nebraska Juvenile Detention Standards in the placement of youths with the Contractor.
- h. DHHS agrees to share information prior to placement and during placement about each youth, including relevant health and background facts and ongoing case information, to plan with the Contractor regarding the services to be developed and provided to the child, and to insure safety for the youth and others.
- i. The DHHS Case Manager will provide the facility with a copy of the "Detainer for Apprehension and Temporary Detention of Juveniles". Medications and doctors' orders will accompany the youth at time of placement when possible.
- j. DHHS will give notice of plans to remove a youth from the service.
- k. If DHHS determines it is necessary for a youth to remain in detention beyond seven days, the DHHS Case Manager will contact the Contractor to review the case every three days. DHHS must authorize in writing any placement continuing past seven days.

IV. GENERAL PROVISIONS

A. ACCESS TO RECORDS AND AUDIT RESPONSIBILITIES.

1. All Contractor books, records, and documents regardless of physical form, including data maintained in computer files or on magnetic, optical or other media, relating to work performed or monies received under this contract shall be subject to audit at any reasonable time upon the provision of reasonable notice by DHHS. Contractor shall maintain all records for five (5) years from the date of final payment, except that records that fall under the provisions of the Health Insurance Portability and Accountability Act (HIPAA) shall be maintained for six (6) full years from the date of final payment. In addition to the foregoing retention periods, all records shall be maintained until all issues related to an audit, litigation or other action are resolved to the satisfaction of DHHS. All records shall be maintained in accordance with generally accepted business practices.
2. The Contractor shall provide DHHS any and all written communications received by the Contractor from an auditor related to Contractor's internal control over financial reporting requirements and communication with those charged with governance including those in compliance with or related to Statement of Auditing Standards (SAS) 112 *Communicating Internal Control related Matters Identified in an Audit* and SAS 114 *The Auditor's Communication with Those Charged With Governance*. The Contractor agrees to provide DHHS with a copy of all such written communications immediately upon receipt or instruct any auditor it employs to deliver copies of such

written communications to DHHS at the same time copies are delivered to the Contractor, in which case the Contractor agrees to verify that DHHS has received a copy.

3. The Contractor shall immediately correct any material weakness or condition reported to DHHS in the course of an audit and notify DHHS that the corrections have been made.
 4. In addition to, and in no way in limitation of any obligation in this contract, the Contractor shall be liable for audit exceptions, and shall return to DHHS all payments made under this contract for which an exception has been taken or which has been disallowed because of such an exception, upon demand from DHHS.
- B. AMENDMENT. This contract may be modified only by written amendment, executed by both parties. No alteration or variation of the terms and conditions of this contract shall be valid unless made in writing and signed by the parties.
- C. ANTI-DISCRIMINATION. The Contractor shall comply with all applicable local, state and federal statutes and regulations regarding civil rights and equal opportunity employment, including Title VI of the Civil Rights Act of 1964; the Rehabilitation Act of 1973, Public Law 93-112; the Americans With Disabilities Act of 1990, Public Law 101-336; and the Nebraska Fair Employment Practice Act, NEB. REV. STAT. §§ 48-1101 to 48-1125. Violation of said statutes and regulations will constitute a material breach of contract. The Contractor shall insert this provision in all subcontracts.
- D. ASSIGNMENT. The Contractor shall not assign or transfer any interest, rights, or duties under this contract to any person, firm, or corporation without prior written consent of DHHS. In the absence of such written consent, any assignment or attempt to assign shall constitute a breach of this contract.
- E. ASSURANCE. If DHHS in good faith, has reason to believe that the Contractor does not intend to, is unable to, or has refused to perform or continues to perform all material obligations under this contract, DHHS may demand in writing that the Contractor give a written assurance of intent to perform. Failure by the Contractor to provide written assurance within the number of days specified in the demand may, at DHHS's option, be the basis for terminating this contract.
- F. BREACH OF CONTRACT. DHHS may terminate the contract, in whole or in part, if the Contractor fails to perform its obligations under the contract in a timely and proper manner. DHHS may, by providing a written notice of default to the Contractor, allow the Contractor to cure a failure or breach of contract within a period of thirty (30) days or longer at DHHS's discretion considering the gravity and nature of the default. Said notice shall be delivered by Certified Mail, Return Receipt Requested or in person with proof of delivery. Allowing the Contractor time to cure a failure or breach of contract does not waive DHHS's right to immediately terminate the contract for the same or different contract breach which may occur at a different time. DHHS may, at its

discretion, contract for any services required to complete this contract and hold the Contractor liable for any excess cost caused by Contractor's default. This provision shall not preclude the pursuit of other remedies for breach of contract as allowed by law.

- G. CONFIDENTIALITY. Any and all information gathered in the performance of this contract, either independently or through DHHS, shall be held in the strictest confidence and shall be released to no one other than DHHS without the prior written authorization of DHHS, provided, that contrary contract provisions set forth herein shall be deemed to be authorized exceptions to this general confidentiality provision. This provision shall survive termination of this contract.
- H. CONFLICTS OF INTEREST. In the performance of this contract, the Contractor shall avoid all conflicts of interest and all appearances of conflicts of interest. The Contractor shall immediately notify DHHS of any such instances encountered so that other arrangements can be made to complete the work.
- I. DATA OWNERSHIP AND COPYRIGHT. All data collected as a result of this project shall be the property of DHHS. The Contractor shall not copyright any of the copyrightable material produced in conjunction with the performance required under this contract without written consent from DHHS. DHHS hereby reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use the copyrightable material for state government purposes. This provision shall survive termination of this contract.
- J. DEBARMENT, SUSPENSION OR DECLARED INELIGIBLE. The Contractor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- K. DOCUMENTS INCORPORATED BY REFERENCE. All references in this contract to laws, rules, regulations, guidelines, directives, and attachments which set forth standards and procedures to be followed by the Contractor in discharging its obligations under this contract shall be deemed incorporated by reference and made a part of this contract with the same force and effect as if set forth in full text, herein.
- L. DRUG-FREE WORKPLACE. Contractor certifies that it maintains a drug-free workplace environment to ensure worker safety and workplace integrity. Contractor shall provide a copy of its drug-free workplace policy at any time upon request by DHHS.
- M. FORCE MAJEURE. Neither party shall be liable for any costs or damages resulting from its inability to perform any of its obligations under this contract due to a natural disaster, or other similar event outside the control and not the fault of the affected party ("Force Majeure Event"). A Force Majeure Event shall not constitute a breach of this contract. The party so affected shall immediately give notice to the other party of the

Force Majeure Event. Upon such notice, all obligations of the affected party under this contract which are reasonably related to the Force Majeure Event shall be suspended, and the affected party shall do everything reasonably necessary to resume performance as soon as possible. Labor disputes with the impacted party's own employees will not be considered a Force Majeure Event and will not suspend performance requirements under this contract.

N. FUNDING AVAILABILITY. DHHS may terminate the contract, in whole or in part, in the event funding is no longer available. Should funds not be appropriated, DHHS may terminate the contract with respect to those payments for the fiscal years for which such funds are not appropriated. DHHS shall give the Contractor written notice thirty (30) days prior to the effective date of any termination. The Contractor shall be entitled to receive just and equitable compensation for any authorized work which has been satisfactorily completed as of the termination date. In no event shall the Contractor be paid for a loss of anticipated profit.

O. GOVERNING LAW. The contract shall be governed in all respects by the laws and statutes of the State of Nebraska. Any legal proceedings against DHHS or the State of Nebraska regarding this contract shall be brought in Nebraska administrative or judicial forums as defined by Nebraska State law. The Contractor shall comply with all Nebraska statutory and regulatory law.

P. HOLD HARMLESS.

1. The Contractor shall defend, indemnify, hold, and save harmless the State of Nebraska and its employees, volunteers, agents, and its elected and appointed officials ("the indemnified parties") from and against any and all claims, liens, demands, damages, liability, actions, causes of action, losses, judgments, costs, and expenses of every nature, including investigation costs and expenses, settlement costs, and attorney fees and expenses ("the claims"), sustained or asserted against the State of Nebraska, arising out of, resulting from, or attributable to the willful misconduct, negligence, error, or omission of the Contractor, its employees, subcontractors, consultants, representatives, and agents, except to the extent such Contractor liability is attenuated by any action of the State of Nebraska which directly and proximately contributed to the claims.

2. DHHS's liability is limited to the extent provided by the Nebraska Tort Claims Act, the Nebraska Contract Claims Act, the Nebraska Miscellaneous Claims Act, and any other applicable provisions of law. DHHS does not assume liability for the action of its Contractors.

Q. INDEPENDENT CONTRACTOR. The Contractor is an Independent Contractor and neither it nor any of its employees shall for any purpose be deemed employees of DHHS. The Contractor shall employ and direct such personnel as it requires to perform its obligations under this contract, exercise full authority over its personnel, and comply with all workers' compensation, employer's liability and other federal, state, county, and

municipal laws, ordinances, rules and regulations required of an employer providing services as contemplated by this contract.

- R. INVOICES. Invoices for payments submitted by the Contractor shall contain sufficient detail to support payment. Any terms and conditions included in the Contractor's invoice shall be deemed to be solely for the convenience of the parties.
- S. INTEGRATION. This written contract represents the entire agreement between the parties, and any prior or contemporaneous representations, promises, or statements by the parties, that are not incorporated herein, shall not serve to vary or contradict the terms set forth in this contract.
- T. NEBRASKA NONRESIDENT INCOME TAX WITHHOLDING. Contractor acknowledges that Nebraska law requires DHHS to withhold Nebraska income tax if payments for personal services are made in excess of six hundred dollars (\$600) to any contractor who is not domiciled in Nebraska or has not maintained a permanent place of business or residence in Nebraska for a period of at least six months. This provision applies to individuals, to a corporation if 80% or more of the voting stock of the corporation is held by the shareholders who are performing personal services, and to a partnership or limited liability company if 80% or more of the capital interest or profits interest of the partnership or limited liability company is held by the partners or members who are performing personal services.

The parties agree, when applicable, to properly complete the Nebraska Department of Revenue Nebraska Withholding Certificate for Nonresident Individuals Form W-4NA or its successor. The form is available at:

http://www.revenue.ne.gov/tax/current/f_w-4na.pdf or
http://www.revenue.ne.gov/tax/current/fill-in/f_w-4na.pdf

- U. NEBRASKA TECHNOLOGY ACCESS STANDARDS. The Contractor shall review the Nebraska Technology Access Standards, found at <http://www.nitc.state.ne.us/standards/accessibility/tacfinal.html> and ensure that products and/or services provided under the Contract comply with the applicable standards. In the event such standards change during the Contractor's performance, the State may create an amendment to the Contract to request that Contract comply with the changed standard at a cost mutually acceptable to the parties.
- V. NEW EMPLOYEE WORK ELIGIBILITY STATUS. The Contractor shall use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. § 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

If the Contractor is an individual or sole proprietorship, the following applies:

1. The Contractor must complete the United States Citizenship Attestation Form, available on the Department of Administrative Services website at www.das.state.ne.us.
2. If the Contractor indicates on such attestation form that he or she is a qualified alien, the Contractor agrees to provide the U.S. Citizenship and Immigration Services documentation required to verify the Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.
3. The Contractor understands and agrees that lawful presence in the United States is required and the Contractor may be disqualified or the contract terminated if such lawful presence cannot be verified as required by NEB. REV. STAT. § 4-108.

W. PROMPT PAYMENT. Payment shall be made in conjunction with the State of Nebraska Prompt Payment Act, NEB. REV. STAT. §§ 81-2401 through 81-2408. Unless otherwise provided herein, payment shall be made by electronic means.

ACH Enrollment Form Requirements for Payment

"It is the responsibility of the vendor to complete and sign the State of Nebraska ACH Enrollment Form and to obtain the necessary information and signatures from their financial institution. The completed form must be submitted before payments to the vendor can be made."

Download ACH Form:

http://www.das.state.ne.us/accounting/nis/address_book_info.htm

X. PUBLIC COUNSEL. In the event Contractor provides health and human services to individuals on behalf of DHHS under the terms of this contract, Contractor shall submit to the jurisdiction of the Public Counsel under NEB. REV. STAT. §§ 81-8,240 through 81-8,254 with respect to the provision of services under this contract. This clause shall not apply to contracts between DHHS and long-term care facilities subject to the jurisdiction of the state long-term care ombudsman pursuant to the Long-Term Care Ombudsman Act.

Y. RESEARCH. The Contractor shall not engage in research utilizing the information obtained through the performance of this contract without the express written consent of DHHS. The term "research" shall mean the investigation, analysis, or review of information, other than aggregate statistical information, which is used for purposes unconnected with this contract.

Z. SEVERABILITY. If any term or condition of this contract is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected, and the rights and obligations of

the parties shall be construed and enforced as if this contract did not contain the particular provision held to be invalid.

- AA. SUBCONTRACTORS. The Contractor shall not subcontract any portion of this contract without prior written consent of DHHS. The Contractor shall ensure that all subcontractors comply with all requirements of this contract and applicable federal, state, county and municipal laws, ordinances, rules and regulations.
- BB. TIME IS OF THE ESSENCE. Time is of the essence in this contract. The acceptance of late performance with or without objection or reservation by DHHS shall not waive any rights of DHHS nor constitute a waiver of the requirement of timely performance of any obligations on the part of the Contractor remaining to be performed.

NOTICES. Notices shall be in writing and shall be effective upon receipt. Written notices, including all reports and other written communications required by this contract shall be sent to the following addresses:

FOR DHHS:

Terry J. Nutzman, Administrator
Office of Juvenile Services
PO Box 95026
301 Centennial Mall South
Lincoln, NE 68509-5026
(402) 471-8403
(402) 471-9034 fax

FOR CONTRACTOR:

Mark H. Benne
Northeast Nebraska Juvenile Services, Inc.
1313 ½ N. Main
Madison, NE 68748
Ph # 402-454-3955
Fax # 402-454-2001

IN WITNESS THEREOF, the parties have duly executed this contract hereto, and each party acknowledges the receipt of a duly executed copy of this contract with original signatures.

FOR DHHS:


Kerry T. Winterer, Chief Executive Officer
Department of Health and Human Services

FOR CONTRACTOR:


Mark Benne, Facility Administrator
Northeast Nebraska Juvenile Services

DATE: 6/2/10

DATE: 6-4-10

ATTACHMENT A

NNJS

Our Mission is to provide children with a safe and positive environment that is conducive to academic and personal growth.

The Northeast Nebraska Juvenile Services Center is a 15,800 square foot regional juvenile detention center with an initial capacity of 34 beds and core spaces sized to accommodate future expansion. The facility will provide eighteen beds of secure housing, and 16 beds of staff secure housing, and program areas for educational, recreation, and support services. NNJS has been designed in accordance with the Nebraska Jail Standards Board and the staff of the Juvenile Division of the Nebraska Commission on Law Enforcement and Criminal Justice. NNJS is also designed in accordance with American Correction Association facility standards.

The 18-bed secure area is divided into two 9-bed areas which will house juvenile offenders according to classifications as determined by intake personnel. This area will allow each juvenile to have an individual sleeping and personal room with the exception of one room in each area that will be a double occupancy room. Access to an eating and recreation area is available in each area along with showers and telephone services.

The 16-bed staff secure unit which is by definition a community-based non-dispositional temporary setting in unlocked, designated locations where security is provided through supervision by trained personnel. The program is used primarily for initial juvenile custody prior to a more permanent placement by a court or other placement authority. A range of services will be available to those placed here. This area will also include a dorm setting that includes double bed sleeping areas, recreation and dining area, showers, telephone services and an outside park area.

The remainder of the facility includes: an administrative/reception area, a full-service kitchen, an outdoor recreation area with space for basketball and other exercise activities. Additional program areas within the facility include a medical exam room for non-emergency care and intake medical screenings staffed by a registered nurse, a multi-purpose room for indoor recreation during inclement weather and other group activities. A classroom that provides State mandated educational programs with an associated nine-station computer lab for use by the residents. The intake area allows for processing of youth into the facility with associated holding, shower, clothing, and counseling services.

Several components make up NNJS: the Educational Program, the Behavior Program, Medical, Religious/Counseling, and Resident Programs. The Educational Program is designed to be very comprehensive. NNJS employs 3 full-time teachers, and one teacher aide. School is mandatory through the school year, and is optional during the summer months. Many residents participate during the summer to finish school work they might be behind with. NNJS helps residents complete their high school education and receive their diploma. Many others go on to receive their GED. NNJS works with schools to attain the youths' current books and schoolwork from their home school. The teachers keep accurate transcripts of each resident to send to their home school. The school runs the A+ and PASS programs.

Residents must participate in the Behavior Program. The behavior program was developed in the belief that residents can be successfully influenced through recognizing and rewarding positive behavior and attitudes rather than negative behavior and attitude reinforcement. With the help of Henry County Youth Center in Newcastle, Indiana, NNJS has developed a level system promoting the types of behavior that both the residents and staff feel are important to a comfortable living and working environment. The Behavior Program is a four tier level system with Orientation level consisting of the level being the highest, the resident will acquire extra privileges such as a later bedtime, to the well being of oneself or others shall be rewarded accordingly. Behavioral tokens will be rewarded through the implementation of programs to promote and recognize positive behavior and attitudes.

NNJS has two visitation rooms, a non-contract and a contract room. According to the level the resident is currently on decides which level of contact a resident can have with their visitor. Honors level residents may have a contact visit. All legal representatives, government or public officials, and clergy may visit at any reasonable time for any reasonable length of time with prior approval.

ATTACHMENT B

PROGRAM STANDARDS FOR DETENTION CENTER

SERVICE PROVISION

The Contractor will provide a safe, nurturing environment for the youth, and will provide structure around basic daily living activities such as personal care, house rules, school, and interaction with peers and adults. Methods of interaction could include redirection, positive reinforcement, and natural and logical consequences. The agency must be in compliance with the Nebraska Standards for Juvenile Detention Facilities.

EDUCATION SERVICES

The youth must participate in the detention center school program and the Contractor will work with the home school as appropriate to meet the educational needs of the youth.

RECREATION

As specified in the Nebraska Standards for Juvenile Detention Facilities.

MEDICAL SERVICES

As specified in the Nebraska Standards for Juvenile Detention Facilities.

PERSONAL NEEDS

The Contractor will provide each youth with personal hygiene supplies and limited school supplies. The DHHS Case Manager will assess, in conjunction with the Contractor, the youth's clothing needs.

PLAN DEVELOPMENT

The Contractor will prepare a detention center Service Plan for all youth in detention for more than seven days. Upon request, the Service Plan will be submitted to the DHHS Case Manager within three working days of the request.

REPORTING

The discharge summary will be completed and submitted to DHHS within seven working days of discharge.

STAFF QUALIFICATIONS

As specified in the Nebraska Standards for Juvenile Detention Facilities

STAFF SUPERVISION

As specified in the Nebraska Standards for Juvenile Detention Facilities

DIRECT CARE STAFF/CHILD RATIO

As specified in the Nebraska Standards for Juvenile Detention Facilities

STAFF TRAINING

As specified in the Nebraska Standards for Juvenile Detention Facilities

SPECIAL NEEDS

When serving youth who have disabilities (hearing, visual, physical) or language barriers or both, Contractors will ensure the requirements of the Americans with Disabilities Act (ADA) are met and provide appropriate accommodations for youth with special needs.

Meeting the needs of youth