



REQUEST FOR PROPOSALS

(C3) RFP E20-053

DESIGN and CONSTRUCTION ADMINISTRATION

for the

Bartlett Outpatient Psychiatric Services Facility Replacement

Issued by:


Greg Smith, Contract Administrator

Date:

7-23-2019

Bartlett Outpatient Psychiatric Services Facility Replacement
(C3) RFP E20-053

SCOPE OF SERVICES: The City and Borough of Juneau (CBJ) is requesting proposals from qualified consultants to provide design and construction administration services for the Bartlett Outpatient Psychiatric Services Facility Replacement project.

PRE-PROPOSAL MEETING: A non-mandatory pre-proposal meeting will be held in the 2nd floor Conference room, Robert Valliant Administration Building, Bartlett Hospital- at **3:00pm, Alaska time on Monday, July 29, 2019.** Persons interested in submitting proposals are encouraged to attend. A conference call has been set up for the Pre-Proposal meeting. Proposers intending to participate via teleconference shall notify Greg Smith in the CBJ Engineering Contracts Division, at 907-586-0873, or email contracts@juneau.org by 4:30 p.m., on Thursday, July 11, 2019. A dial in number will be given to interested participants.

QUESTIONS REGARDING THIS RFP: Greg Smith, Contract Administrator, phone 907-586-0873, fax 907-586-4530, greg.smith@juneau.org is the sole point of contact for all issues pertaining to this procurement.

DEADLINE FOR PROPOSALS: 7 hard copies of the proposal, and an electronic copy of the Proposal on a CD-ROM or Thumb Drive in PDF format in a ***sealed envelope***, proposal, in a ***sealed envelope***, must be received by the Purchasing Division prior to **2:00 p.m. Alaska Time on Wednesday, August 14, 2019**, or such later time as the Contract Administrator may announce by addendum to planholders at any time prior to the submittal date. Proposals will be time-stamped by the Purchasing Division, which will establish the official time of receipt of proposals. Late proposals will not be accepted and will be returned unopened. Faxed or emailed proposals will not be accepted.

Note: Mailing/delivery times to Alaska may take longer than other areas of the U.S.

Proposal documents delivered in person or by courier services must be delivered to:

PHYSICAL LOCATION:

City and Borough of Juneau, Purchasing Division
105 Municipal Way, Room 300
Juneau, AK 99801

Proposal documents delivered by the U.S. Postal Service must be mailed to:

MAILING ADDRESS:

City and Borough of Juneau, Purchasing Division
155 South Seward Street
Juneau, AK 99801

The CBJ Purchasing Division's phone number is 907-586-5258, and fax number 907-586-4561.

Please affix the label below to the outer envelope in the lower left hand corner.

IMPORTANT NOTICE TO PROPOSER		
<p>To submit your proposal:</p> <ol style="list-style-type: none">1. Print your company name and address on the upper left corner of your envelope.2. Complete this label and place it on the lower left corner of your envelope		
<table border="1"><tr><td><p>RFP NUMBER: (C3) E20-053</p><hr/></td></tr><tr><td><p>SUBJECT: <u>Bartlett Outpatient Psychiatric</u> <u>Services Facility Replacement</u> DATE OF OPENING AT 2:00 P.M. ALASKA TIME</p><hr/></td></tr></table>	<p>RFP NUMBER: (C3) E20-053</p> <hr/>	<p>SUBJECT: <u>Bartlett Outpatient Psychiatric</u> <u>Services Facility Replacement</u> DATE OF OPENING AT 2:00 P.M. ALASKA TIME</p> <hr/>
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<p>SEALED PROPOSAL</p>		

Disadvantaged Business Enterprises are encouraged to respond.

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1.0 GENERAL INFORMATION

This Class 3 Request for Proposals (RFP) defines the scope of the project, explains the procedures for selecting a firm to provide the requested services, and defines the documents required to respond to the RFP.

1.1 Purpose

The purpose of this document is to solicit proposals from qualified consultants to provide design and construction administration services for the Bartlett Outpatient Psychiatric Services Facility Replacement project.

The Class 3 process is used for acquisition of professional service contracts estimated to be more than \$50,000.

1.2 Scope of Services

The Consultant shall perform all necessary professional design and construction administration services for replacement of the Bartlett Outpatient Psychiatric Services (BOPS) facility located in Juneau, Alaska. The existing BOPS facility and associated site improvements is to be demolished and a new two-story, 4000SF facility is to be constructed in its place. The Owner's business plan that describes the purpose and scope of the project is attached for the Consultant's use. The Owner's preliminary space program for the new facility is also attached for the Consultant's use. It is the Owner's intent to bid the work as a lump sum single project with several alternates to allow award of work as the budget permits.

Key services to be provided by the Consultant are:

- Review and evaluate the existing facility to be demolished and adjacent site constraints for purposes of siting the new facility. Develop demolition drawings, including hazardous material abatement if required, in conjunction with the new facility design documents.
- Review and evaluate Owner business plan and space program. Refine as required.
- Evaluate feasibility of adding parking level on grade with two story building above. Include a schematic level drawing of three levels with cost estimate.
- Review and evaluate feasibility of project scope of work to construction budget.
- Meet with Owner and stakeholders throughout project development milestones to share design solutions and gather feedback.
- Coordinate with Owner on equipment preferences, in particular mechanical, electrical and door hardware preferences.
- Assist Owner with permit acquisition and furnish supporting documentation as required.
- Develop conceptual design options and space relationship diagram.
- Develop schematic design drawings and building system narrative including construction cost estimate.
- Develop 65% design documents to include drawings, specification table of contents, and construction cost estimate.

- Develop 100% design documents to include drawings, specifications, and construction cost estimate.
- Provide 100% bid ready design documents to include drawings and specifications based on Owner review comments.
- Attend Pre-Bid Meeting and craft addendum response as required by bidder questions.
- Provide conformed construction documents incorporating all addenda.
- Review and respond to Contractor submittals.
- Review and respond to Contractor RFIs.
- Participate in Pre-Construction meeting and weekly progress meetings as required.
- Prepare Contractor RFPs as required.
- Evaluate change order cost proposals as required.
- Provide periodic site observations of work to ensure compliance with the Contract Documents.
- Generate Notice of Deficient Work reports when Contractor work deviates from Contract Documents.
- Special inspections as required by CBJ Building Permit.
- Evaluate Contractor Applications for Payment.
- Substantial completion inspection and final completion inspection reports.
- Review and respond to Contractor closeout submittals.
- Provide Commissioning specifications and services for integrated building mechanical and electrical systems.
- Provide construction management services if desired by Owner.
- Provide record drawings if desired by Owner.

Deliverables:

- Written report of existing facility hazardous materials assessment.
- Survey of existing site as required for integration of new facility at existing site.
- Conceptual design options – provide a minimum of two conceptual design options with floor plans and entry elevation. Include updated space program and space relationship diagrams.
- Schematic design documents – architectural drawings including floor plan, roof plan, site plan, two building sections, and major building elevations; code analysis; building system description narrative; and construction cost estimate. Update space program as required.
- 65% design documents – architectural drawings including floor plans, roof plan, building sections, and major building elevations; civil, structural, mechanical, and electrical floor plans; specification table of contents; and construction cost estimate. Update space program as required.
- 100% design documents – all discipline drawings; all project specifications excluding Division 0 and Division 1 which will be furnished by Owner unless noted otherwise; commissioning specification; and construction cost estimate. Update space program as required.
- Addenda responses as required.
- Conformed Bid Documents
- Site Observation reports for each site observation visit. Reports shall include pictures of work, comment on quality of work, and identify corrective actions required if work not in conformance with construction documents.

- Notice of Deficient Work reports as required.
- Substantial Completion inspection report.
- Final Completion inspection report.
- Commissioning report.
- Record Drawings.

Additional information on Bid Document requirements is provided below:

- The CBJ will prepare Division 0 – Bidding and Contract Requirements and Division 1 – General Requirements portions of the contract specifications, excluding the following sections that the Consultant shall provide if applicable to the project:

Section 00005 – Table of Contents (include Drawing index)

Section 00310 – Bid Schedule

Section 00852 – Permits

Section 00853 – Standard Details

Special Provisions – if the Standard Specifications for Civil Engineering Projects and Subdivision Improvements December, 2003 Edition with current errata sheets (Standard Specifications) document is referenced.

These “boilerplate” specifications of Division 0 sections are available electronically for Consultants to modify. It is strongly encouraged that the Consultant contact the CBJ Engineering Contracts office to obtain current versions of these specification sections. Additionally, the Consultant shall promptly notify the CBJ Project Manager of any required changes to other Division 0 sections that are specific to the project, including but not limited to, Section 00800 – Supplemental General Conditions.

The Consultant will review the Standard Specifications and prepare a Special Provisions section modifying it as needed for the project.

In addition to preparing the Special Provisions, the Consultant is responsible for preparation and timely submission of all Technical Specifications required for the project. Industry specifications or references that are mentioned in the specifications provided by the Consultant shall, upon request, be made available for review by the CBJ Project Manager.

- Bid-ready construction documents shall be submitted in the following hard copy and electronic formats. Electronic files shall be submitted on a CD and clearly labeled as to its contents.
 - ◆ One set of 8 ½”X11” print-ready (hard copy) technical specifications
 - ◆ One set of 11”X17” print-ready (hard copy) signed, stamped drawings
 - ◆ Electronic copy of technical specifications in MS Word and PDF format
 - ◆ Electronic copy of all stamped, signed drawings, individually saved as PDF-formatted files formatted to print on 11”X17” and 22”X34” paper.
- Within ten calendar days following the date of the bid opening, the Consultant shall submit the following electronic and hard copy drawings and specifications, conformed to integrate all addenda items in the following format. Electronic files

shall be submitted on a CD and clearly labeled as to its contents. This option usually for large projects – Check w/ Project Manager.

- ♦ Electronic copy of technical specifications in PDF format
 - ♦ Electronic copy of all stamped, signed drawings in PDF format, one set formatted to print on 11”X17” paper and one set formatted to print on 22”X34” paper
 - ♦ Electronic copy of all drawings in AutoCAD format
- The font size on the 11”X17” drawings shall not be less than 10. All drawings and details shall have graphic scales. All final design drawings shall be stamped and signed by a professional licensed for the given type of work in the State of Alaska.

All electronic documents shall be created using AutoCAD 2014 and Word 2010. If a more current version of AutoCAD is used to create drawings, all files need to be saved down to version 2014 at the latest. The DWG files shall be saved in a manner such that an 11”X17” size copy can be plotted immediately when the file is opened in AutoCAD without executing any intermediate commands. The Consultant shall bind all external references, if used, and shall ensure that any blocks are in working order. All “plot style” configuration files required to produce an exact replica of the submitted hard copies shall be included. Viewports in DWG files shall be locked to ensure that the scale remains accurate. In order to condense DWG files to their most efficient size, each file should be purged of all blocks, dim styles, layers, line types, plot styles, shapes, table and text styles that are not being used in the DWG. No files shall be compressed.

1.3 Completion

The Owner requires bid ready documents within 8 months of issue of Notice to Proceed. Construction is to commence spring of 2020. The design and construction administration contract with Consultant will be terminated four months after Final Completion inspection unless extended by amendment.

1.4 Background

Juneau is Alaska’s Capital City. The CBJ municipal offices are located at 155 South Seward Street, Juneau, Alaska 99801. The Engineering Department is located on the 3rd Floor of the Marine View Center, 230 South Franklin Street, Juneau, Alaska. Bartlett Regional Hospital (BRH) is located at 3620 Hospital Drive, Juneau, Alaska. The Bartlett Outpatient Psychiatric Services is one of many medical treatments offered by BRH to patients from Southeast Alaska and beyond.

The Bartlett Outpatient Psychiatric Services (BOPS) facility currently provides outpatient psychiatric care to adults and youth. The intent of the project is to modernize the facility and provide additional space so that BOPS can expand their services to include short-term (three to seven days) inpatient crisis aversion treatment for adults and youth. The facility is to be designed to house four adults and four youth concurrently in the new short-term crisis aversion spaces where 24-hour supervision will be provided. The facility will also house six offices for outpatient care.

The Owner has an approximately \$7,000,000 construction budget for the Bartlett Outpatient Psychiatric Services Replacement Facility project.

1.5 Questions

Questions regarding this proposal should be directed to:

Greg Smith, Contract Administrator
City and Borough of Juneau
ENGINEERING DEPARTMENT
Marine View Center – 3rd Floor
230 South Franklin Street
Juneau, Alaska 99801

email: Greg.Smith@juneau.org
Telephone: (907) 586-0873
Fax: (907) 586-4530

Office hours are 8:00 a.m. to 4:30 p.m. local time, Monday through Friday.

1.6 Standard Contract Language

Attached to this RFP is the CBJ's standard contract (Attachment 1) which should be carefully reviewed by proposers, as it is the form of agreement that the CBJ intends that the selected Consultant sign in the event of acceptance of its proposal.

2.0 Rules Governing Competition

2.1 Pre-Proposal

Proposers should carefully examine the entire RFP and any addenda thereto, and all related materials and data referenced in the RFP. Proposers should become fully aware of the nature of the services requested and the conditions likely to be encountered in performing the services.

2.2 Proposal Development

The content of proposals will be kept confidential until the selection of the Consultant is publicly announced. All materials submitted in response to this RFP will become the property of the CBJ. One copy shall be retained for the official files of the Engineering Department and will become public record after announcement of the successful Proposer. The CBJ will not return proposals to the Proposer. The CBJ reserves the right to reject any or all proposals. Proposals are to be prepared in such a way as to provide a straightforward, concise delineation of the Proposer's capabilities to satisfy the requirements of this RFP. Emphasis should be concentrated on conformance to the RFP instructions, responsiveness to the RFP requirements, and on completeness and clarity of content.

This solicitation does not commit CBJ to select any Consultant(s) for the requested services. All costs associated with the respondents' preparations, submission and oral presentations (if applicable) shall be the responsibility of the Proposer.

Submission of a proposal indicates acceptance by the proposer of all the terms, conditions and specifications contained within the RFP. Proposals must be received in the number of copies stated in the RFP no later than the date and time specified in the cover letter. All copies of the proposals must be under sealed cover and plainly marked. Proposals not received by the date and time specified in the cover letter will not be considered.

2.3 Disclosure of Proposal Contents.

The City and Borough of Juneau, a municipal corporation and political subdivision of the State of Alaska, is subject to the Alaska Public Records Act codified at AS 40.25.100-220, and the public records provisions in the CBJ Charter, section 15.7. The contents of proposals submitted in response to this RFP will be kept confidential until the top ranked proposer is announced. Immediately following announcement, all proposals become public information. Trade secrets and other proprietary data contained in a proposal may be held confidential, to the extent allowed by law, by the Purchasing Officer, upon request in writing by a proposer. Material considered confidential by the proposer must be clearly identified and marked (page, section, etc) by the proposer, and the proposer must include a brief statement that sets out the reasons for confidentiality. Marking the entire proposal confidential is not acceptable and may be cause for the City to reject your proposal as non-responsive.

3.0 PROPOSAL CONTENT REQUIREMENTS

The response to this RFP shall be in letter form, not more than twelve (12) pages in length. The information requested below should be organized in the manner specified in order to achieve a uniform review process and obtain the maximum degree of comparability for the Selection Committee.

- Proposed Method to Accomplish the Project: Proposal shall demonstrate an understanding of the requested scope of services. Include proposed work schedule and methodology for accomplishing the project, showing insight to the specific details of the project.
- Organization and Capacity of the Firm: Identify the consultant team proposed for this project and demonstrate their ability to perform the desired services within the established schedule. The proposal should discuss the current workload of staff proposed for the requested services.
- Firm's Representation: The proposal shall specify readily available personnel to accomplish the desired services. Key personnel shall be named, their roles within the project clearly identified and the specific hourly rate or job class that each of the key personnel will be billed for this project. Other project commitments of key personnel shall also be identified. The level of involvement should be displayed in a way which is consistent with the scale of the project. The qualifications of personnel shall be included.
- Firm's Experience with Similar Projects: Proposal should include a list of

projects of similar scale and scope, succinctly described

- Firm's Hourly Rates: Evaluation will include the hourly rates of pay for personnel to be used on this project. Hourly rates shall include all markups and multipliers. Include a list of reimbursable expenses typical for this type of project. Review the Standard Contract regarding allowable reimbursables.
- Quality of the Proposal: Evaluation will include the clarity and professional quality of the document(s) submitted.
- Licenses: Professional registration (Engineer/Architect/Land Surveyor/Landscape Architect) in the State of Alaska at the time of proposal submission is required (Alaska Statute 08.48.281). If a corporate license is held, the professional licensed in the State of Alaska (in order to obtain a corporate license) must be in responsible charge of the project, as well as the professional stamping the work. All survey work involving property or boundary surveys must be stamped by a Professional Land Surveyor licensed in the State of Alaska. All reports prepared by a registered professional licensed in the State of Alaska must be stamped by the registered professional. The proposal must include a statement indicating that all required corporate, all required professional occupational licenses and all other necessary licenses/certifications are currently held. License/certification numbers must be provided.
- Acknowledge Receipt of All Addenda: Failure to acknowledge addenda may result in the proposal being considered non-responsive and subject to rejection.
- Juneau Proposer according to SECTION 7.0.
- Resumes: Resumes may be attached to the proposal as appendices and will not be included in the page count for proposals. ***Limit resume length to one page per person.***

4.0 EVALUATION OF PROPOSALS

4.1 Criteria

Proposals will be evaluated and scored, using the criteria on the EVALUATION/RANKING page, found at the end of this document, in order to ascertain which proposal best meets the needs of the CBJ. The items to be considered during the evaluation and the associated point values are located on the EVALUATION/RANKING sheet at the end of this RFP.

4.2 Evaluation Data

The evaluation Data discussed below is the presented in an effort to delineate what criteria will be used to score proposals. Please do not include a separate section in your proposal for Evaluation Data. Much of the information discussed and requested below

should be included in the proposal as part of the Proposal Content Requirements discussed in SECTION 3.0 of this RFP.

4.2.1 Proposed Method to Accomplish the Project

- a. Work schedule and methodology will be evaluated according to budget sensitivity, efficiency, completeness and pertinence of the tasks submitted by the Proposer, as well as the creativity and logic of the overall approach. The proposal should show interest and insight about this project.

4.2.2 Organization, Capacity of Firm and Personnel Qualifications

- a. Evaluation will be made of the Proposer's organization and the ability to perform the desired services within the established schedule.
- b. Evaluation will be made based on proposed personnel, their relevant qualifications and experience, and their proposed scale of involvement.

4.2.3 Relevant Experience and Past Record of Performance

Evaluation will be made of the Proposer's experience with projects of similar scope and scale, as well as other projects with the CBJ, other government agencies and private industry.

4.2.4 Firm's Hourly Rates

Evaluation will be made on the proposed hourly rates of pay for personnel to be used on this project.

4.2.5 Quality of the Proposal

Is proposal clear and concise? Is proposal responsive to the needs of the project? Evaluation will include the clarity and professional quality of the document(s) submitted.

4.2.6 Juneau Proposer according to **SECTION 7.0**

Prime Consultant meets Juneau Proposer requirements as stipulated in Section 7.0 – Juneau Proposer Points.

4.3 **Evaluation Process**

Evaluation of the proposals will be performed by a committee selected by the City and Borough of Juneau. The intent of the CBJ is to make award based on written proposals.

5.0 **SELECTION AND AWARD**

An evaluation committee will review, evaluate, score and rank proposals, in accordance with criteria identified below and the Evaluation/Ranking sheet located at the end of this RFP. Clarification of submitted material may be requested during the evaluation process. Interviews by telephone with top ranked Proposers may also be conducted at the discretion of the

evaluation committee. If necessary, in-person interviews will be conducted. Finalists will be notified and informed of interview requirements. In the event of a tie in the ranking totals, only the raw scores of the Proposers who are tied will be totaled to determine the appropriate ranking. The successful Proposer will be invited to enter into contract negotiations with CBJ. Upon conclusion of successful negotiations and compliance with any pre-award obligations, award will be made in the form of a contract and a purchase order, if appropriate, will be sent to the Consultant. If an agreement cannot be reached during the negotiation process, the City will notify the Proposer and terminate the negotiations. Negotiations may then be conducted with the next Proposer in the order of its respective ranking.

6.0 INSURANCE REQUIREMENTS

The insurance requirements for this project are specified in Attachment 1 – Sample Contract, under Appendix C.

7.0 JUNEAU PROPOSER POINTS

Juneau proposer points shall be awarded if the Proposer is determined to be a “Juneau proposer” meeting the criteria of CBJ’s Purchasing Ordinance 53.50, Section 53.50.010. CBJ Ordinance 53.50 can be viewed electronically at the following internet address: www.juneau.org/law. **Note:** *The criteria for meeting Juneau Proposer requirements have changed. Please review the new requirements and contact the CBJ Engineering Department or Purchasing Division with any questions.*

A paper copy of the CBJ Purchasing Ordinance is available upon request from the CBJ Engineering Department or Purchasing Division.

8.0 PROTESTS

The protest period begins with the posting of a notice of apparent successful proposer, in the CBJ Purchasing Division.

Protests shall be executed in accordance with CBJ Ordinance 53.50.062 PROTESTS and 53.50.080 ADMINISTRATION OF PROTEST. Copies of the ordinances describing protest procedures are available from the CBJ Purchasing Division, 155 South Seward Street, Juneau, Alaska. Questions concerning protests or protest procedures should be directed to the CBJ Purchasing Officer at 907-586-5258. CBJ Ordinance 53.50 can be viewed electronically at the following internet address: www.juneau.org/law.

9.0 CONSULTANT’S GOOD STANDING WITH CBJ FINANCE DEPARTMENT

Consultants must be in good standing with the CBJ prior to award, and prior to any contract renewals, and in any event no later than **seven business days** following notification by the CBJ of intent to award. **Good standing** means: all amounts owed to the CBJ are current and the Consultant is not delinquent with respect to any taxes, fees, assessment, or other monies due and owed the CBJ, or a Confession of Judgment has been executed and the Consultant is in compliance with the terms of any stipulation associated with the Confession of Judgment, including being current as to any installment payments due; and Consultant is current in all CBJ reporting obligations (such as sales tax registration and reporting and business personal property declarations). Failure to meet these requirements may be cause for rejection of your proposal. To determine if your business is in good standing, or for further information, contact

the CBJ Finance Department's Sales Tax Division at (907) 586-5265 for sales tax issues, Assessor's Office at (907)586-0930 for business personal property issues, or Collections Division at (907) 586-5268 for all other accounts.

Note: Juneau Proposer preference (7.0) has requirements regarding a firm's good standing with the City at the time a proposal is submitted. Please review the Purchasing Code cited.

CONSULTING FIRM: _____

SCORED BY: _____

DATE: _____

EVALUATION/RANKING

		POINTS AWARDED	
		<u>Points Possible</u>	<u>Score</u>
4.2.1	Proposed Method to Accomplish the Project	0 - 35	_____
4.2.2	Organization, Capacity of Firm and Personnel Qualifications		
	a. Organization and ability to perform services within desired schedule	0 – 10	_____
	b. Experience of proposed personnel and scale of involvement	0 – 20	_____
4.2.3	Relevant Experience and Past Record of Performance	0 – 20	_____
4.2.4	Hourly Rates	0 – 5	_____
4.2.5	Quality of Proposal	0 – 5	_____
		Subtotal	_____
The Engineering Contract Administrator will assign points for criterion 4.2.5 below			
4.2.6	Juneau Proposer (according to SECTION 8.0)	0 or 5	_____
TOTAL POINTS		100	_____
INDIVIDUAL RANKING			_____



ENGINEERING DEPARTMENT

ATTACHMENT 1

PROFESSIONAL SERVICES CONTRACT

**Design and Construction Administration
Bartlett Regional Hospital Psychiatric Services Facility Replacement
Contract No. RFP E20-053**

This Agreement is entered into by and between the City and Borough of Juneau, Alaska ("City"), and _____ **company name** _____ whose address is _____ phone and fax _____ ("Consultant").

Witnesseth:

Whereas, the City desires to engage the Consultant for the purpose of rendering certain professional services, and

Whereas, the Consultant represents that it is in all respects licensed and qualified to perform such services;

Now, Therefore, the parties agree as follows:

1. CONTRACTUAL RELATIONSHIP. The parties intend that an independent Consultant/City relationship will be created by this Contract. City is interested only in the results to be achieved, and the conduct and control of the work will lie solely with the Consultant. Consultant is not considered to be an agent or employee of City for any purpose, and the employees of Consultant are not entitled to any benefits that City provides for City's employees. It is understood that the City does not agree to use the Consultant exclusively. It is further understood that the Consultant is free to contract for similar services to be performed for others while it is under contract with the City.

2. SCOPE OF SERVICE. The Consultant shall carry out in a professional and prudent manner all of the services required by the Contract. These services include all of the services described in Appendix A. Consultant will diligently proceed with the Scope of Services, and will provide such services in a timely manner.

3. PERSONNEL, EQUIPMENT, SUPPLIES, AND LICENSES.

- (A) Except as noted in Appendix A, the Consultant represents that it has or will secure at its own expense all personnel, equipment, and supplies required in performing the services under this Contract.
- (B) All of the services required hereunder will be performed by the Consultant or under its supervision.
- (C) None of the work or services covered by this Contract shall be subcontracted without prior written approval of the Contract Administrator.
- (D) Consultant warrants that it is fully licensed under all applicable local, state, and federal laws to perform the services to be provided hereunder.

Attachment 1 – Standard Contract
Contract No. (C3) E20-053 for Design and Construction Administration for
Bartlett Regional Hospital Outpatient Psychiatric Services Facility Replacement
with _____

4. TIME OF PERFORMANCE. The services of the Consultant are to commence after the execution of the Contract and issuance of Notice to Proceed and Purchase Order. All work shall be completed no later than the time specified in Appendix A. Amendment to this Contract may be made upon mutual, written agreement prior to the contract expiration date.

5. REPORTING. Except as authorized within Appendix A, the City's primary representative for this Contract shall be _____[put P.E. or AIA if applicable]. The City Manager shall be an alternate representative. The City shall not be liable for Consultant's expenses incurred in reliance on directions received from any other municipal officer or employee. The Consultant's representative shall be _____[put P.E. or AIA if applicable].

6. COMPENSATION. The City agrees to pay the Consultant according to the schedule attached as Appendix B. The Consultant's estimated fee schedule is attached to Appendix B.

7. TERMINATION OF CONTRACT FOR CAUSE. If, through any cause, except causes beyond the control of the Consultant, the Consultant shall fail to fulfill in a timely and proper manner its obligations under this Contract; or if the Consultant shall violate any of the covenants, agreements, or stipulations of this Contract, the City shall have the right to terminate this Contract by giving written notice to the Consultant of such termination and specifying the effective date thereof, at least ten days before the effective date of such termination. In that event, all finished or unfinished documents, or other data, in whatever form, prepared by the Consultant under this Contract shall, at the option of the City, become its property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and materials, not to exceed the Contract amount.

8. TERMINATION FOR CONVENIENCE OF CITY. The City may terminate this Contract at any time by giving written notice to the Consultant of such termination and specifying the effective date thereof, at least thirty days before the effective day of such termination. In that event, all finished or unfinished documents and other materials as described in paragraph 7 above shall, at the option of the City become its property, and the Consultant will be paid an amount not to exceed the sum set forth in Appendix B for work satisfactorily completed on or before the date of termination, less payments of compensation previously made.

9. CONTRACT AGREEMENT. All parties mutually agreed to the terms of this Contract. The Contract should not be construed in favor of or against any party. This Contract contains the entire agreement between the parties; there are no other promises, terms, conditions, or obligations other than those contained herein; and this Contract shall supersede all previous communications, representations or agreements, either oral or written, between the parties.

10. CHANGES. The City may, from time to time, require changes in the scope of services to be performed under this Contract. Such changes, including any increase or decrease in the amount of the Consultant's compensation, must be mutually agreed upon in writing before they will be regarded as part of this Contract.

11. EQUAL EMPLOYMENT OPPORTUNITY. The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin.

12. CONFLICTS OF INTEREST. Consultant agrees that no employee of the City who has exercised or will exercise any authority over the specifications, procurement, supervision or payment for this Contract, and no member of the employee's immediate family, has had or will have any direct or indirect financial interest in this Contract. If the Consultant learns of any such interest, the Consultant shall without delay inform the City Attorney or one of the officers specified in Paragraph 5.

13. ETHICS. Consultant shall discharge its duties fairly, impartially and maintain a standard of conduct that competently serves the City and the interests of the City. Consultant shall at all times exercise unbiased judgment when performing its duties under this contract.

14. PUBLIC RELATIONS. Consultant shall issue press releases, respond to press inquiries, make public speeches, appear on broadcast media or otherwise engage in public relations regarding the project only with the specific approval of the CBJ Project Manager.

15. ELECTED OFFICIALS. The Consultant shall respond to project-related inquiries from elected officials by providing impartial, factual information, but shall not initiate contact or attempt to persuade an elected official to agree with any viewpoint or to take any official action. The Consultant will promptly notify the Project manager of any request by an elected official for project-related information.

16. ASSIGNABILITY. The Consultant shall not assign any interest in this Contract and shall not transfer any interest in the same without the prior written consent of the City; however, claims for money due or to become due to the Consultant from the City under this Contract may be assigned to a bank, trust company, or other financial institution without approval. Notice of any such assignment or transfer shall be furnished promptly to the City.

17. FINDINGS CONFIDENTIAL. Any information given to or prepared by the Consultant under this Contract which the City requests to be kept as confidential shall not be made available to any individual or organization by the Consultant without the prior written approval of the City.

18. IDENTIFICATION OF DOCUMENTS. All reports, maps, and other documents completed as a part of this Contract, other than documents exclusively for internal use within the City, shall carry a City notation or logo as directed by the City.

19. PUBLICATION, REPRODUCTION, AND USE OF MATERIALS. No services, information, computer program elements, reports or other deliverables which may have a potential patent or copyright value produced in whole or in part under this Contract shall be subject to copyright in the United States or any other country.

If a copyright applies by law to the work produced under this Contract, that copyright will either be signed over to the City or the City will be given unrestricted license to the copyright. The City shall have unrestricted license to publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data, or other materials prepared under this Contract. If this Contract includes architectural and/or engineering design services, any use of the design features or details produced under this Contract on other City facilities will be at the City's risk.

20. RECORDS. During performance and after termination of this Contract, each party shall make available to the other party for inspection and copying, all records, whether external or internal, having any relevance to this Contract.

21. INSURANCE REQUIREMENTS. Contractor has secured and agrees to keep and maintain in full force and effect, at its own expense, the insurance approved by CBJ Risk Management as outlined in Appendix C. All insurance required under this contract shall name the CBJ as an additional insured, except with respect to any required Professional Liability or Workers Compensation policies. At least 30 days prior to the cancellation, non-renewal or reduction in the amount of coverage, Contractor shall provide written notice to the CBJ's Risk Management. The Contractor's insurance shall be primary and any insurance maintained by the CBJ shall be non-contributory. If the Contractor maintains higher limits than shown below, the CBJ shall be entitled to coverage for the higher limits maintained by the Contractor. Failure of CBJ to demand such certificate or other evidence of full compliance with these insurance requirements or failure of CBJ to identify a deficiency from evidence that is provided shall not be construed as a waiver of the obligation of the Contractor to maintain the insurance required by this contract.

22. INDEMNIFICATION AND HOLD HARMLESS. The Consultant agrees to defend, indemnify, and hold harmless CBJ, its employees, and authorized representatives, with respect to any action, claim, or lawsuit arising out of or related to the Consultant's negligent performance of this contract without limitation as to the amount of fees, and without limitation as to any damages, cost or expense resulting from settlement, judgment, or verdict, and includes the award of any attorney's fees even if in excess of Alaska Civil Rule 82. This indemnification agreement applies to the fullest extent permitted by law, meaning that if there is a claim of, or liability for, a joint act, error, or omission of the consultant and the CBJ, the indemnification, defense, and hold harmless obligation of this provision shall be apportioned on a comparative fault basis. This agreement is in full force and effect whenever and wherever any action, claim, or lawsuit is initiated, filed, or otherwise brought against CBJ relating to this contract. The obligations of Consultant arise immediately upon actual or constructive notice of any action, claim, or lawsuit. CBJ shall notify Consultant in a timely manner of the need for indemnification, but such notice is not a condition precedent to Consultant's obligations and may be waived where the Consultant has actual notice.

23. CHOICE OF LAW; JURISDICTION. This Contract shall be governed by the laws of the State of Alaska. Jurisdiction shall be in the State of Alaska, First Judicial District.

24. SUCCESSORS. This Contract shall be binding upon the successors and assigns of the parties.

25. PRECEDENCE OF DOCUMENTS. In the event of a conflict between the provisions of this document and its appendices, the order of precedence shall be this document, Appendix A, Appendix B and Appendix C.

In Witness Whereof the parties have affixed their signatures the date first above set out:

CITY AND BOROUGH OF JUNEAU

Kimberly A. Kiefer Date
City and Borough Manager

Company name

Name Date
Rank [i.e. President]
email

Approved as to content:

Greg Smith Date
Contract Administrator

CIP Coding: _____

APPENDIX A: SCOPE OF SERVICES

Planning, Programming and Design Services for Bartlett Regional Hospital Operating Room Replacement Contract No. RFP E16-187

See Scope of Services in RFP .

PERSONNEL: The Consultant's primary personnel for this work will be:

The completion date for this project is _____/

This contract expires on _____, unless an amendment changing this date is fully executed prior to _____.

APPENDIX B: COMPENSATION

Planning, Programming and Design Services for Bartlett Regional Hospital Operating Room Replacement Contract No. RFP E16-187

Amount of Payment

Lump Sum

Consultant shall be compensated a lump sum amount of \$_____ for satisfactory performance of all [or specific services] services described in this contract.

Time and Materials

Consultant shall be compensated based on time and materials, a not-to-exceed amount of \$_____ for satisfactory performance of _____ services described in this contract.

Hourly rates shall remain the same for the life of this contract including all amendments, unless the Consultant requests a rate increase. Hourly rate increases may be negotiated on a yearly basis and shall not exceed the percentage increase of the Anchorage Consumer Price Index.

The total Contract amount shall be \$

Method of Payment

Monthly Payable within 30 days of receipt of an invoice approved by the project manager and progress report stating the amount of services completed.

Consultant Invoice Requirements

- Itemized invoices must be submitted that indicate the services performed.
- Invoices for this contract must be submitted separately from invoices for services performed under any other contract(s).
- Invoices must include the CBJ Contract Number and Purchase Order numbers.

Compensation Based on Time and Materials

If compensation is based on time and materials, the following shall apply:

Compensation shall be computed based on the hourly billing rates, approved by the CBJ Project Manager, times the actual number of hours spent in the performance of services. The hourly billing rate for each employee is the amount to be paid to the Consultant, and is full compensation for all salary, benefits, taxes, overhead and profit. There shall be no additional compensation for overtime, weekend, or holiday work.

Compensation for subconsultants shall be equal to the amounts actually paid to sub-consultants hereunder plus a negotiated mark-up percentage.

Compensation for expenses shall be an amount equal to reimbursable expenses approved in advance by the CBJ Project Manager, necessary and reasonably incurred and actually paid by the Consultant in the performance of the services hereunder. No markup allowance is allowed. Reimbursable expenses are expenses that are unique to the performance of the services under the Contract and generally contemplate the purchase of outside ancillary services, such as mailing and delivery charges for submittal of drawings, specifications and reports, long distance telephone calls, rentals of equipment, travel and local transportation, meals and lodging on overnight trips.

Reimbursable expenses do not include expenses that are usually and customarily included as part of the Consultant's overhead. For the purposes of this Agreement reimbursable expenses do not include amounts for typing, utilization of computer systems, computer aided design and drafting (CADD), cameras, recording or measuring devices, flashlights and other small, portable equipment, safety supplies, phones, telephone calls, electronic messaging including FAX, Telex and telegrams, or expendable office supplies. Unless otherwise indicated, required insurance is not a reimbursable expense.

The Consultant shall obtain the CBJ Project Manager's written approval prior to making expenditures for reimbursable expenses in excess of \$500 per specific expenditure and for all overnight trips which are reimbursable expenditures as set forth above. The Consultant shall substantiate all billings for reimbursable expenses in excess of \$25 with receipted bills and provide said receipts with the appropriate billing.

The Consultant shall keep, and cause any sub-consultants to keep, daily records of the time spent in the performance of services hereunder by all persons whose billing rates will be the basis for compensation as well as records and receipts of reimbursable expenditures hereunder. Failure to do so shall be a conclusive waiver of any right to compensation for such services or expenses as are otherwise compensable hereunder.

The CBJ shall have the right to inspect all records of the Consultant, and of any sub-consultants, pertaining to this project. Records shall be maintained by the Consultant and sub-consultants for a period of three years after completion of services.

When travel is necessary as part of the professional services to be provided, the following shall be followed:

- ◆ Airline tickets should be purchased at the 14 day advanced purchase price. The CBJ will not pay for First Class travel. Any deviation shall be approved in writing in advance by the CBJ Project Manager.
- ◆ Per diem meal allowance shall be: \$60.00 (\$12.00 for breakfast, \$16.00 for lunch and \$32.00 for dinner).
- ◆ The Consultant shall stay at the hotel with a daily rate not to exceed \$150.00.
- ◆ Travel agent fees, tips, alcohol or bar tabs shall not be paid by the CBJ.
- ◆ Car rental, parking, and taxi fees shall be reasonable and not excessive. This reimbursement is for services in Juneau only. Parking fees, etc. outside of Juneau will not be reimbursed.

APPENDIX C: INSURANCE REQUIREMENTS

Planning, Programming and Design Services for Bartlett Regional Hospital Operating Room Replacement Contract No. RFP E16-187

The Consultant must provide certification of proper insurance coverage or binder to the City and Borough of Juneau. Failure of the City to demand such certificate or other evidence of full compliance with these insurance requirements or failure of the City to identify a deficiency from evidence that is provided shall not be construed as a waiver of the obligation of the Contractor to maintain the insurance required by this contract. Should any of the below described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions. Proof of the following insurance is required before award:

Commercial General Liability Insurance. The Consultant must maintain Commercial General Liability Insurance in an amount it deems reasonably sufficient to cover any suit that may be brought against the Consultant. This amount must be at least one million dollars (\$1,000,000.00) per occurrence, and two million dollars (\$2,000,000.00) aggregate. **The City will be named as an additional insured on this policy for work performed for the City.**

Professional Liability Insurance. The Consultant must maintain Professional Liability Insurance in an amount not less than one million dollars (\$1,000,000.00) aggregate to protect the Consultant from any claims or damages for any error, omission, or negligent act of the Consultant, the Consultant's firm and employees. This requirement applies to the Consultant's firm, the Consultant's subcontractors and assignees, and anyone directly or indirectly employed to perform work under this contract.

Workers Compensation Insurance. The Consultant must maintain Workers Compensation Insurance to protect the Consultant from any claims or damages for any personal injury or death which may arise from services performed under this contract. This requirement applies to the Consultant's firm, the Consultant's subcontractors and assignees, and anyone directly or indirectly employed to perform work under this contract. The Consultant must notify the City as well as the State Division of Workers Compensation immediately when changes in the Consultant's business operation affect the Consultant's insurance status. Statutory limits apply to Workers Compensation Insurance. The policy must include employer's liability coverage of one hundred thousand dollars (\$100,000.00) per injury, and five hundred thousand dollars (\$500,000.00) policy limits. **If the Consultant is exempt from Alaska Statutory Requirements, the Consultant will provide written confirmation of this status in order for the City to waive this requirement. The policy shall be endorsed to waive subrogation rights against the City.**

Comprehensive Automobile Liability Insurance. The coverage shall include all owned, hired, and non-owned vehicles to a one million dollar (\$1,000,000.00) combined single limit coverage. **The City will be named as an additional insured on this policy for work performed for the City.**

Each policy shall be endorsed to waive all rights of subrogation against the City by reason of any payment made for claims under the above coverage, except Workers Compensation and Professional Liability.

Bartlett Regional Hospital

3260 Hospital Drive, Juneau, Alaska 99801

907.796.8900

www.bartletthospital.org

Bartlett Regional Hospital Crisis Stabilization Center for Adolescents (ages 10-17) and Adults (ages 18+)

I. Project Description and Selection/citizen Participation Plan

Project description

Crisis Stabilization services are direct mental health care to non-hospitalized individuals (of all ages) experiencing an acute crisis of a psychiatric nature that may jeopardize their current community living situation.

For children already receiving residential services, there are very few step-up/step-down community-based vehicles for sub-acute services designed to (a) provide services within the child's home or in the child's community and (b) prevent repeated placement in residential and inpatient services far from the child's community and home.

There are currently no residential facilities in Alaska for adults with acute mental health needs, leaving inpatient psychiatric emergency services, inpatient psychiatric hospitals, emergency departments, and inpatient general hospitals as the primary location for services. There is limited availability of crisis intervention/stabilization services designed to identify and intervene before costlier acute services are necessary.

In order to align Behavioral Health Services with the impending direction of Division of Behavioral Health's service focus, Crisis Stabilization Services for SE Alaskans should be developed by Bartlett Regional Hospital. These services would be made available for children, adolescents, and adults in crisis. These are services for up to 72 hours of care in a secure and protected environment. The program is clinically staffed, psychiatrically supervised, and includes continuous nursing services. The primary objective is for prompt evaluation and/or stabilization of individuals presenting with acute symptoms or distress. Services include a comprehensive assessment, treatment plan development, and crisis intervention services necessary to stabilize and restore the individual to a level of functioning that does not require inpatient psychiatric hospitalization.

These services would be designed to reduce inpatient mental health admissions while also addressing the capacity needs we have experienced for years at Bartlett.. This service would



be non-acute/non-residential and developed on an outpatient crisis billing model and linked to other behavioral health services.

Bartlett currently has a 12-bed adult inpatient psychiatric unit that is consistently at capacity, often resulting in other departments in the hospital having to board and care for patients experiencing acute psychiatric crisis. There are no acute behavioral health services in southeast Alaska for children & adolescents. These children and youth who present at Bartlett are often admitted to our medical unit until transport out of community can be arranged to a more appropriate setting. The development of a crisis stabilization program for both populations would help to:

1. Reduce the number of youth experiencing a behavioral health crisis being sent out of community, away from their family for treatment; thus serving them and their families in their home community.
2. Provide a step-down approach for adults discharging from the Mental Health Unit who are still in need of supports, allowing for patients with more acute behavioral health crises to utilize the Mental Health Unit beds.

These services are designed to reduce or shorten inpatient admissions, assist families during crisis, and provide stability and support. Due to the longer term nature and follow up required with youth and families in these types of programs, multiple families may be involved over longer period of times to reach a stabilized family dynamic. Services can range from a one-time intervention or an extended period encompassing several years based on individual needs. Crisis stabilization services could be added to the Bartlett Outpatient Psychiatric Services (BOPS) practice as the model viably expands.

This project would raze the existing double wide trailer 2,000 sqft BOPS building and replace it with a 12,000 sqft building.

The following services would be provided at this facility:

1. Psychiatric
2. Medication Administration
3. Crisis Intervention/Stabilization Services
 - a) Therapeutic (Clinical and Rehab) Sessions
 - b) Individual, Family, and Group (Can be provided (and billed) telephonically or via TeleMed if family is from out of community and cannot physically be in Juneau)



4. Case Management
Aftercare

- a) Outpatient services through BOPS or another community provider
- b) TeleMed as needed

Description of existing conditions

As of July 2017, the number of youth presenting to Bartlett for psychiatric concerns have tripled over the past 3+ years, as had their length of stay pending transfer. Appropriate treatment is not available at Bartlett and transfer is required to a higher level of care not located within Southeast Alaska. Year to date, BRH has seen approximately 80 youth present in the Emergency Department who were experiencing a behavioral health crisis. It is estimated that 75% (60 youth) of those youth could have benefited from a Crisis Stabilization Program. These youth and their families present on their own or are referred by community providers (Juneau Youth Services, SEARHC, Primary Care Physician, School District, Office of Children's Services, etc). More often than not, it is determined that these youth and their families could benefit from short term crisis stabilization services. Unfortunately, due to the lack of this level of services, families are often required to look at out of community placement (NorthStar, Providence CRC) or longer term out of home placement (residential treatment).

Currently when a child or adolescent experiencing a behavioral health crisis presents in the Emergency Department, Dialogue has centered around the development of a sub-acute voluntary behavioral health facility that focuses on helping individuals to effectively manage psychiatric symptoms in order to prevent unnecessary tragedy or frequent hospitalization. This proposal supports the development a short term crisis stabilization program at BRH, serving youth, adults and their families from Juneau and from around all of Southeast Alaska. Individuals 10-17 could be referred to the program by their psychiatric provider, through the emergency department, community behavioral health agencies, or self-referred by the family for assessment. Youth would be treated for both crisis emergencies and respite services. The success of such a program is to ensure families are engaged in care of youth placed to improve the chances of success when the youth returns home. This proposal provides both programmatic and fiscal data that evidences this service is both needed and can be sustainable for serving families in Juneau and Southeast Alaska.



Bartlett's Adult Mental Health Unit has 12 beds, accepts patients statewide, and is at capacity most days. This often results in patients being boarded in other hospital departments or shipped out of community if there is another bed available in Anchorage or Fairbanks. The impact of a crisis stabilization program for adults would provide a "sub-acute" setting for adults experiencing a behavioral health crisis that would offer:

1. Alternative to hospitalization through admission to the Crisis Stabilization Center
2. A step down option for patients from the Mental Health Unit who still require intensive support services to help them better prepare to return home successfully.

Citizen participation plan

This project requires space and an overall campus/community plan. This includes design, construction or remodel, operational expertise, and community and state buy in.

Possible referrals for services could come from the following sources:

- Family/Self-Referrals
- Primary Care Physicians
- Community Behavioral Health Providers (from Juneau & Southeast Alaska)
- Office of Children's Services
- Division of Juvenile Justice
- Juneau Police Department
- Alaska State Troopers
- Juneau School District
- Adult Protective Services

II. Project Plan and Readiness

Documentation of outside support

The State of Alaska, Division of Behavioral Health continues to prioritize regional Crisis Stabilization for Children & Adults, as laid out in their proposal to CMS for the 1115 Medicaid Waiver. BRH is coordinating with community stakeholders and potential referral sources, including funders from the State and The Alaska Mental Health Trust to prioritize this service being made available in our community. BRH administration is



communicating with other communities to look at the need for Crisis Stabilization from a statewide perspective while we continue to look closely at how a regional Crisis Program would operate in Juneau.

As part of Behavioral Healthcare Reform in Alaska, the State of Alaska Division of Behavioral (DBH) is has made it clear that a primary goal of this Reform effort is identify communities who would commit to providing intensive Community-Based Intervention Services to youth and their families with the ultimate goal of diverting these youth and adults from higher levels of out of home care, including short-term and long-term hospitalization. Specifically, DBH is seeking communities to provide short-term Crisis Stabilization Services both locally and regionally with the goals of stabilizing the crisis and developing an aftercare plan to keep that family unit intact in their home community..

Site Control

Bartlett Regional Hospital is an open, but controlled, campus with 24-hour security. BRH owns the land and surrounding property. This project would be developed on City and Borough owned property.

Permits, approvals, agreements, etc.

This project is in the development stage for construction. The need has been established and the project has been approved by the BRH board of directors. We are currently seeking Community Development Block Grant funding to anchor our project budget. A more accurate cost estimate will be determined upon securing project bids and subsequent project contract. Bartlett is committed to moving forward with this project

III. Project Impact

Description of how the project benefits low to moderate income individuals AND/OR identified special populations

Most patients served would be insured under Medicaid. Medicaid is a program created by the federal government, but administered by the state, to provide payment for medical services for low-income citizens. People qualify for Medicaid by meeting federal income and asset standards and by fitting into a specified eligibility. Under federal rules, DHSS has



authority to limit services as long as the services provided are adequate in “amount, duration, and scope” to satisfy the person's medical needs.

Medicaid began as a program to pay for health care for people in need who were unable to work. It covered the aged, the blind, the disabled, and single-parent families. Over the years, Medicaid has expanded to cover more people. For instance, children and pregnant women may qualify under higher income limits and without asset limits. Families with unemployed parents may qualify, and families who lose regular Family Medicaid because a parent returns to work may continue to be covered for up to one year.

There have also been changes in the eligibility rules for people who need the level of care provided in an institution, such as a nursing home. Now, most Alaskans who need — but cannot afford — this expensive care may qualify for Medicaid. In addition, recent changes within the Alaska Medicaid program give some people who need an institutional level of care the opportunity to stay at home to receive that care.

This facility is designed to accommodate/treat from 80-150 patients a year with an average stay of between 3-7 days, depending on the individual needs of each patient and their family.

Description of long term impacts

Involving families and community supports in treatment leads to more successful outcomes; if youth are treated closer to home, there is a greater potential to involve families and caregivers. Follow up with services outside of southeast Alaska is difficult and expensive. It would be easier for local providers to develop supportive care systems for youth and adults in crisis to avoid admissions and reduce readmissions with a Crisis Stabilization Center.

In order to align Behavioral Health Services with the impending direction of DBH's service focus, Crisis Stabilization Services for SE Alaskans should be developed by BRH. These services would be designed to reduce inpatient mental health admissions. This service would be non-acute/non-residential and developed on an outpatient crisis billing model linked to other youth focused behavioral health services.

These services should be designed to reduce inpatient admissions, assist families during crisis, and provide stability and support. Due to the longer term nature and follow up



required with youth and adults in these types of programs, multiple families may be involved over longer period of times to reach a stabilized family dynamic. Services can range from a one-time intervention or an extended period encompassing several years based on individual needs.

Description of how the project will solve community health and safety issues

More intensive evidenced- based crisis treatment could meet the needs of the majority of people within the region. This type of treatment is currently unavailable with in Southeast Alaska and it allows Alaskans to get treatment closer to home.

Benefits of a Southeast Based Crisis Stabilization Center:

- 1) Alternative to hospitalization through admission to the Crisis Stabilization Center
- 2) A step down option for patients from the Mental Health Unit who still require intensive support services to help them better prepare to return home successfully.
- 3) Law enforcement, physicians, and schools would have an alternative for individuals and families experiencing a behavioral health crisis. Transport for services to Anchorage and Seattle could be significantly reduced.
- 4) Crisis resolution would work in conjunction with Juneau Youth Services, JAMHI Health & Wellness Juneau School District, primary medical providers, faith communities, etc., to develop complimentary community based services as patients return home with a plan for ongoing supports.

This program could be viable if pursued as an outpatient model billing crisis services.

Description of how the project solves public facility problems

A removed BOPS building and redesigned Crisis Stabilization program frees up precious Emergency Room space, and personnel while providing more affordable and effective treatment for people needing medical treatment to prevent themselves from harming themselves and others. Crisis Stabilization addresses mental health, and substance abuse issues holistically and is effective. Additionally it is the most cost effective way of providing



treatment for patients, and the hospital. The current BOPS building is a tired old double wide trailer ill equipped and designed to deliver the care required. The state of Alaska is facing a decade long increase in hospital use by patients for mental health and substance abuse issues.

Space Description	Size	Quantity	Total Space
BASEMENT LEVEL			4,380 SF
Equipment Storage - requires 10' wide overhead door to exterior	2,620 SF	1	2,620 SF
Materials Storage	400 SF	1	400 SF
Elevator Mechanical	80 SF	1	80 SF
Elevator	80 SF	1	80 SF
Stair	200 SF	1	200 SF
Mechanical	1,000 SF	1	1,000 SF
MAIN LEVEL - CRISIS STABILIZATION			4,540 SF
Entry Vestibule (RRC)	SF	1	SF
Welcome Lobby -waiting area (RRC)	SF	1	SF
Connection to RRC	160 SF	1	160 SF
Elevator Lobby	80 SF	1	80 SF
Elevator	80 SF	1	80 SF
Stair	200 SF	1	200 SF
Reception - 1 workstation (RRC)	SF	1	SF
Public Unisex Restroom - (RRC)	SF	1	SF
Janitor	50 SF	1	50 SF
Staff Restroom	50 SF	1	50 SF
Staff Breakroom	150 SF	1	150 SF
Therapist Office	180 SF	1	180 SF
Doctor Office	180 SF	1	180 SF
Nurse Station - Visual Supervision of both stabilization suite and day room spaces, Omnicell, 2 workstations	160 SF	2	320 SF
Adult Crisis Stabilization Suite - secure area			SF
Adult Patient Room - direct access to RR	180 SF	4	720 SF
Adult Patient Room Restrooms - lav, WC, shower	100 SF	1	100 SF
Adult Patient Day Room	450 SF	1	450 SF
Adult Patient Laundry	50 SF	1	50 SF
Adolescent Crisis Stabilization Suite - secure area			SF
Adolescent Patient Room - direct access to RR	180 SF	4	720 SF
Adolescent Patient Room RRs - lav, WC, shower	100 SF	1	100 SF
Adolescent Patient Day Room	450 SF	1	450 SF
Adolescent Patient Laundry	50 SF	1	50 SF
Circulation - Structure - Misc	450 SF	1	450 SF

UPPER LEVEL - BEHAVIORAL HEALTH OUTPATIENT SERVICES			3,070 SF
Welcome Lobby - waiting area	180 SF	1	180 SF
Elevator	80 SF	1	80 SF
Stair	200 SF	1	200 SF
Reception Station - 2 workstations + printer	180 SF	1	180 SF
Public Unisex Restroom - Adjacent Lobby	50 SF	1	50 SF
Janitor	50 SF	1	50 SF
Staff Restroom	50 SF	1	50 SF
Staff Breakroom - kitchenette	250 SF	1	250 SF
Therapist Office	200 SF	3	600 SF
Doctor Office	200 SF	3	600 SF
Nurse Office - hand wash sink, adjacent Patient Restroom	180 SF	1	180 SF
Patient Restroom - adjacent Nurse Office	50 SF	1	50 SF
Records Room	200 SF	1	200 SF
Circulation - Structure - Misc	400 SF	1	400 SF

Total Facility GSF	11,990 SF
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Total SF		11,990 SF
Construction Budget	425 \$/SF	\$ 5,095,750
Project OH (Design, CA, CM, SI, Equip, etc.)	30%	\$ 1,528,725
Project Budget		\$ 6,624,475