

Response To:
Request for Proposal for 24/7 Sobriety Program



Compliance Monitoring Systems, LLC

RFP Response Due Date: April 26th, 2019

Compliance Monitoring Systems, LLC

Contact: Jodine S. Tarbert, CEO

200 Central Avenue Suite A

Great Falls, Montana 59401

P: (406) 529-1789 **F:** (888) 855-7964

Email: jodine@compliancemonitoringsystems.com



Compliance Monitoring Systems, LLC

2809 Great Northern Loop, Suite 200
Missoula, Montana 59808
(406) 529-1789

April 26, 2019

Board of Cascade County Commissioners
325 Second Avenue North
Great Falls, MT 59401

Attention: Joe Briggs, Chairman, and County Commissioners

Dear Mr. Briggs,

On behalf of Compliance Monitoring Systems, LLC ("CMS"), we would like to thank the selection committee, Cascade County Sheriff's Office and the Cascade County Commissioners for allowing us to submit this proposal for providing services for the 24/7 Sobriety Program of Cascade County.

CMS, through its work as a community supervision company doing business throughout the State of Montana for multiple 24/7 Sobriety Programs, not only understands the model and the laws which govern the program, but is committed to providing the time and effort to make the 24/7 Sobriety Program operated in Cascade County successful. CMS is dedicated to working with area Courts, Cascade County Sheriff's Office, and the Attorney General's Office to operate this program. Through CMS' previous training, experience and expertise, and overall desire to see the program successful, it is the most qualified company to offer services for the 24/7 Sobriety Program.

We look forward to meeting with you to discuss this proposal further.

Respectfully submitted,
COMPLIANCE MONITORING SYSTEMS, LLC

Jodine S. Tarbert
CEO, Compliance Monitoring Systems
(406) 880-2322

III: PROPOSAL CONTENT

A. Statement of Qualifications:

(1). Compliance Monitoring Systems (“CMS”) was established in 2008 as a state-wide service provider for the criminal justice system for the State of Montana. CMS currently provides services to Municipal, Justice, District Courts, Specialized Treatment Courts, Probation and Parole and Child Protective Services. CMS is a state-wide service provider for the Attorney General’s 24/7 Sobriety Program where we operate or contribute to programs in 30 counties through twice daily breath testing, SCRAM (Secure Continuous Remote Alcohol Monitoring), PharmChem Drug Patch, or Urinalysis testing. CMS operates all services in their Great Falls location at 200 Central Avenue Great Falls, Montana. CMS Great Falls’ employees can be reached at (406) 531-9893 (cell) or (406) 315-3241 (landline), 888-855-7964 (fax) and an afterhours on-call number of 406-529-1789.

(2). CMS is owned and operated by Montana resident, Jodine Tarbert who has been with the company since its inception. Ms. Tarbert has 11 years of education and experience in criminal justice and 25 years of education and experience in the medical/laboratory field. Ms. Tarbert is certified in all forms of monitoring within CMS including Intoxitrack, SCRAM Systems, PharmChem Drug Patch and urinalysis.

(3). Due to the nature of the criminal justice work CMS does, all employees are hired based on education or experience related to that field. Compliance Officers are required to have an Associate’s degree in Criminal Justice or a related field as well as at least two (2) years or relevant experience. Whenever possible, CMS hires veterans and active service members to fill its positions. In addition to all necessary 24/7 Sobriety Program training certifications, CMS staff are trained in Motivational Interviewing, and certified by the National Institute of Corrections in the Prison Rape Elimination Act (PREA).

(4). CMS currently operates the 24/7 Sobriety Program in both Missoula and Flathead Counties to include twice daily breath testing, SCRAM (continuous alcohol monitoring), Drug Patch and urinalysis testing. CMS operates SCRAM and Drug Patch programs in another 28 counties in Montana in assistance to the country 24/7 Sobriety Program. CMS’ currently operates a full spectrum electronic monitoring and drug testing program at the Great Falls location and have been doing so since 2009. CMS has been providing twice daily breath testing through the 24/7 Sobriety Program in Flathead County (since 2013); Missoula County (since 2015) and Ravalli County (2015-2018). Recently elected Ravalli County Sheriff undertook operating the program at their office, but still utilizes CMS for defendants residing in Missoula County. CMS owns 500 SCRAM bracelets, which currently is the only other approved alcohol testing device for the Montana 24/7 Program according to the Administrative Rules listed in the current Montana Codes Annotated. CMS began operating the 24/7 Sobriety Program in Flathead County in 2013 and has since operated up to four full-service sites (including the breath testing) and performing approximately over 100,000 tests with less than 1% failed. In one of the counties, we routinely had over 40 active clients on the twice daily program at any given time. CMS provides SCRAM bracelets and SCRAM training to Sheriff Offices in several counties including Yellowstone County. CMS has been on the forefront of the 24/7 Sobriety Program since its inception and is constantly up to date on changes in the program. We work closely with the State’s 24/7 Sobriety Program Coordinator, Sergeant Lacie Wickum to bring about education and implementation of the program throughout the State.

(5). References:

Sheriff McDermont, Missoula County: (406) 258-4810

Lieutenant Jason Valdez, Yellowstone County Sheriff's Office: (406) 256-2762 (See written reference)

Jail Commander, Jenny Root, Flathead Valley: (406) 758-5617 (See Sheriff Curry's written reference)

(6). During operation of other 24/7 programs CMS has routinely made the proper calls to law enforcement and provided the needed documentation to assist law enforcement in making arrests of violators on the program. Again, CMS staff are trained in Motivational Interviewing and follow safety standards when working with criminal population.

B. Understanding of the Project:

CMS will address requirements from Section II as stated below.

Compliance Monitoring Systems has been operating and involved in operations in different facets of the 24/7 Sobriety Program for the last six (6) years. CMS is able to operate 365/366 days per year including holidays without limitations to the hours of operation. CMS leases an office in downtown Great Falls which has easy access to the bus system. CMS currently utilizes IntoxiTrack Software Systems for other operating 24/7 Sobriety Programs and all testing personnel employed by CMS are certified in the Intoxilyzer testing hardware and IntoxiTrack software. Because of our history in utilizing the Intoxitrack software, CMS can seamlessly set up access and transition testing in the software from the Sheriff's department to CMS. CMS utilizes the Montana Department of Justice forms for the 24/7 Sobriety Program. CMS currently owns and operates a dozen or more Intoxilyzer Alco-Sensor FST units (as required by the 24/7 Sobriety Program) and manages their calibration to the manufacturer standards. All required supplies (i.e. tubes and calibration tank, office supplies and postage) are purchased by CMS and all other necessary equipment and supplies is provided by Compliance Monitoring Systems. CMS staff is trained to send violations immediately to the designated agency and certainly within a 72 hour timeframe. CMS has testified in numerous court cases in 24/7 violations and will continue to do so upon award of this contract. CMS is trained and has operating procedures in place when and assisting law enforcement with their efforts to take defendants into custody. CMS is familiar with Montana laws, rules, regulations, and ordinances regarding this program and will comply with all of these.

Overall, CMS is vastly knowledgeable about the operations of the 24/7 Sobriety Program, and if elected to operate this program, a seamless transition into experienced hands will take place. CMS prides itself on open communication with agencies, and will work closely with the Sheriff's Department to ensure all needs are met in a timely and accurate fashion.

C. Treatment of Issues

CMS would request the ability to adjust the hours of operation within the 24/7 Sobriety Program guidelines, with approval of the Sheriff's Department and ensuring the hours are compliant with 24/7 laws.

D. Staffing Pattern

CMS' Great Falls office currently employs three qualified individuals identified below:

Jake Henry: Program Manager: Jake has been working for CMS for approximately four years. Prior to coming to CMS he has worked for Montana State Probation, Federal Probation, as well as Kentucky State Probation. Jake currently holds a Bachelor's degree in Criminal Justice and is a military veteran. Jake currently supervises all alcohol and location monitoring programs, as well as 14 other employees. Jake will assist on-site in training and ensuring the program operates correctly, and efficiently.

Tiffany Davis: Monitoring Center Supervisor: Tiffany has been working for CMS for over three years. Prior to coming to CMS she has worked in the medical field and spent time working as a security officer at the Missoula Pre-Release. She has a Bachelor's degree in Criminal Justice, and supervises and monitors six employees and over 150 clients. Tiffany will assist in training and supervising of the 24/7 Sobriety Program.

Courtney Murthy: Compliance Officer: Courtney has been a Compliance Officer with CMS for almost one year. Courtney is an Air Force veteran and performing military police duties during her time in the military. Currently, Courtney is pursuing higher education at the University of Great Falls for medical studies. Courtney will be overseeing the 24/7 program and will be working to ensure tests are logged, violations submitted, and all rules of the program are being followed. Additionally, Courtney will be working directly with clients in performing some of the testing shifts.

Michelle Yassin Specimen Collector: Michelle has a large background stemming from the medical field which is ideal for drug and alcohol monitoring Michelle will be assisting with overseeing the 24/7 program and will work closely with her supervisor(s) to ensure the above tasks are completed, timely and accurately. Additionally, Michelle will be working directly with clients in performing some of the testing shifts.

Albert Flamand: Community Corrections Officer: Albert is prior Law Enforcement for a number of years, and has spent significant time at the Great Falls Transition Center. Albert has a combined over 15 years in the criminal justice field. Albert will be assisting in overseeing the 24/7 Sobriety Program and ensuring accuracy and timely reporting of all tests and reports. Albert will be joining the CMS team in May 2019.

Each staff member will be trained in proper usage of Intoxitrack as well as certified to use the Alco Sense FST. Additionally, all staff members are certified through the National Institute of Corrections in the Prison Rape Eliminations Act (PREA.) Each staff member works closely with the courts currently, and will continue that rapport to ensure clients are enrolled, tested, and communication with the courts is prompt and accurate.

If needed CMS will make additional hires to assist with coverage of the 24/7 Sobriety Program, CMS will ensure these hires meet the strict requirements as all other CMS employees.

E. Cost of Proposed Service Administration

Please see attached document entitled "Cost Proposal"

F. Appendix

SCRAM CAM Bracelet is a vetted, peer reviewed, and court accepted alcohol monitoring program in the State of Montana. The specific application is for monitoring programs where alcohol abstinence and offender sobriety is required. SCRAM, the most up-to-date version of the technology delivers fact based, continuous alcohol monitoring of an offender, as well as an ability to identify, through infrared technology and body temperature readings, any attempt to mask drinking or attempts to tamper with the bracelet. Likewise, the SCRAM bracelet also identified compliance-proven sobriety. SCRAM is part of the IntoxiTrack platform and the only other allowable form of 24/7 Sobriety Program Alcohol monitoring outside of the twice daily breath tests.

Pharm Chem Drugs of Abuse Patch: With the inception of the 24/7 program in Montana, alcohol monitoring has come to the forefront of Montana newspapers, legislature, and courts throughout the state. The issue of non-alcohol related DUIs. An approved technology for this unique offender base is a sweat collecting, drug testing patch. This patch is designed to be a collection device that can be work for up to 14 days. After removal, the patch is overnighted to the one and only approved sweat patch testing lab in the country in Kansas. Once there, it is tested for both the parent drug and the drug metabolite. The results are processed and relayed back to CMS, who promptly notify the referral source of positive or negative results. Because of Montana's rural nature and the difficulty of requiring offenders come to an office during a set schedule, the Drug Patch offers an excellent solution to the State's growing need for drug testing.

Urine Collection: CMS drug testing staff is trained and certified in best practices utilizing the Federal DOT Guidelines for urine collection and testing. Collectors are required to pass the Federal testing standards and meet any ongoing certifications each year. Because CMS has an on-site lab in Missoula, satellite offices and field employees have rigorous operating procedures they follow for packaging and sending out confirmation samples for testing, CMS has the infrastructure in place in Great Falls and is capable of providing this service.

SCRAM Remote Breath: CMS does offer SCRAM remote breath alcohol monitoring. This is not a part of the 24/7 program as per legislative rules. But is a monitoring solution that is available across the state through CMS.



CHUCK CURRY
SHERIFF - CORONER
FLATHEAD COUNTY
(406) 758-5585
FAX (406) 758-2420

August 19, 2015

To whom it may Concern,

The Flathead County Sheriff's Office has utilized Compliance Monitoring Systems as initially one of, and currently our only vendor for our twice daily 24/7 breath testing and SCRAM provider. We have found them to be competent and professional. They additionally have always been responsive to any needs that my department may have. I am pleased to recommend them for similar services to your agency. Should you have any questions please do not hesitate to contact me.

Respectfully,

Sheriff Chuck Curry

To whom this Concerns:

Re: Compliance Monitoring System

I have dealing with Compliance Monitoring System since July 2016. They provide my program with the scam bracelets for the 24/7 program. During this time, they are always there to help me with any issues day or night. They have very professional when I deal with anyone from the office. They are very knowledgeable in the 24/7 program throughout the state. I would recommend them to oversee the 24/7 program.

Thanks, and if you have any more question please feel free to contact me.

Sincerely,



Sergeant Jason Valdez

YCDF

Cost of Proposal

Compliance Monitoring Systems, LLC 24/7 Sobriety Program Cost. All costs associated with the 24/7 program is paid by the offender. Neither the County nor the Sheriff's Office incurs any cost unless a contribution to an indigent fund was considered.

PAST Test: \$2.00 per test or rate mandated by the Montana Attorney General Office.

SCRAM: \$9-9.50 per day (there is a .50 per day charge for Ethernet or WiFi connections)

PharmChem Drug Patch: \$65.00 per patch with a one-time \$50.00 administration fee.

UA Program: \$15.00 - \$25.00 per test depending on the tests.