



STATE OF DELAWARE  
DEPARTMENT OF CORRECTION  
BUREAU OF ADMINISTRATIVE SERVICES  
CENTRAL BUSINESS OFFICE  
245 MCKEE ROAD  
DOVER, DELAWARE 19904  
Telephone: (302) 857-5263  
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November 17, 2015

Ms. Catherine Devaney McKay  
President and Chief Executive Officer  
Connections Community Support Programs, Inc.  
500 West 10<sup>th</sup> Street  
Wilmington, DE 19801

RE: DOC1635-SEXOFTREV, Sex Offender Treatment & Evaluations Request for Proposal (RFP)  
AWARDED ITEM: ALL

Dear Ms. McKay:

The Delaware Department of Correction ("DDOC") is pleased to inform you that Connections Community Support Programs, Inc. ("Connections") is the successful bidder for DOC1635-SEXOFTREV, Sex Offender Treatment & Evaluations RFP. The award of this contract is subject to the execution of contract documents in form and substance acceptable to the DDOC in its sole and absolute discretion. To expedite our negotiations, I have attached a draft Professional Services Agreement, which remains subject to review and final approval by the DDOC and its counsel. In addition, we will require clarification and confirmation of the following items presented in your response to RFP DOC1635:

Page 9, Group Sessions: Two clinicians will be present for groups with 10 or more offenders.

Page 11, TREATMENT PLANNING: Change name of "Aftercare" group to "Maintenance" group; Short Term Low Risk Offender group is not required by the DOC.

Page 13, TREATMENT PLANNING: Connections agrees that it is not mandatory for offenders to identify a support person to participate in treatment process.

Page 13, TREATMENT PLANNING: The DOC will not be financially responsible for any Couples Counseling and/or Family Reintegration Counseling offered to offenders.

Page 14, Polygraph Testing: Annual maintenance polygraph exams will only be conducted when deemed necessary by both the DOC (SO Unit Supervisor/Supervising Officer) and clinician.

Page 15, DISCHARGE FROM TREATMENT: Connections agrees that offenders will be required to pass a requested maintenance polygraph in order to be successfully discharged. Annual maintenance polygraphs will not be mandatory.

Page 16, Treatment Team Staff and Staff Development: Connections will update to reflect staff who will be performing evaluations and running groups to ensure SOMB standards are adhered to.

Business Plan: Connections agrees that if an offender has an assessment inside of a Level 4 or Level 5 facility **within 9 months of release** that a new assessment will not be required.

Please do not incur any expense or obligation in connection with fulfillment of the contract agreement until you receive an official State of Delaware Purchase Order. If you require any clarification, please do not hesitate to contact me at (302) 857-5263. We appreciate your interest and look forward to working with you.

Sincerely,

**ORIGINAL ON FILE**

Kimberly L. Girantino  
Controller

Enclosures