

**Attachment OO - Substance Abuse Treatment Liquidated Damages Table**

Section Ref	Liquidated Damages Description	MIN Threshold Percentage	Liquidated Damages Amount	Performance Standard
1.45.5(a)	The Contractor shall submit the DPSCS End of Month report (Attachment R) as described in Section 3.14.2 A	100%	\$100 per business day until such time as the report is submitted or up to and including the due date of the next monthly report	An occurrence is one business day the report is submitted late.
1.45.5(b)	The Contractor shall submit the DPSCS TC Staffing Roster, MFSS, or Daily and Weekly Census Report by the required due dates as described in Section 3.14.4	100%	\$25 per business day (per report) until such time as the report is submitted or up to and including the due date of the next weekly or monthly report	An occurrence is one business day the report is submitted late.
1.45.5(c)	Contractor's staff shall wear required uniform as described in Section 3.8	100%	\$25 per person per business day that a uniform is not worn	An occurrence is one business day that one employee does not wear the required uniform.
1.45.5(d)	Contractor shall submit any report with level of accuracy described in Section 3.14.4 of the IFB	97%	\$25 per occurrence	An occurrence is 3% of the required fields in a report are inaccurate.

1.45.5(e)	Contractor shall maintain a 96% staffing level as described in Section 3.5.16	96%	\$100 per business day for each staff vacancy below 96%	An occurrence is each staff vacancy below the 96% fill rate.
1.45.5(f)	The Contractor shall maintain credentialing documentation on all Clinical Supervisors and Counselors as described in Section 3.5.7	100%	\$100 for each missing credentialing information item required for each employee past or present	An occurrence is for each missing credentialing information item required for each employee past or present not submitted to the agency in the form and format as required by the agency as referenced in RFP Sections 3.8.1 and 3.8.2
1.45.5(g)	The Contractor shall provide appropriate representatives to serve on and attend all committee meetings as required by the DPSCS as described in Section 3.14.5.2	100%	\$50 per meeting that required appropriate representation not sent to meetings as required by the Agency.	An occurrence is any instance where the required attendance of a Contractor does not comport with RFP Section 3.1.5.
1.45.5 (h)	The contractor shall provide clinically accurate file documentation on each Participant in treatment as per COMAR 10.47.01.08. as described in 3.4.20.1	95%	\$25 per each occurrence	An occurrence is each clinically inaccurate file documentation below the 95%.
1.45.5(i)	Contractor shall provide Equipment Inventory Reporting as required as described in Section 3.9	100%	\$100 per business day annual inventory report is past due date +\$25 for each equipment item not affixed with state tag number.	An occurrence is each business day past the Annual Inventory Report due date + each equipment item without a state tag number as referenced in RFP Sections 3.21.4.

1.45.5(j)	All existing staff shall attend in-service refresher training within 30 days of anniversary of employment date as described in Section 3.6.3.2	100%	\$25 per business day that each employee does not attend the in-service training within the 30 day of anniversary date.	An occurrence is one business day that one employee does not attend the in-service training within the 30 day of anniversary date.
1.45.5(k)	All new permanent employees shall attend up to 40 hours Security Orientation program before working on-site as described in Section 3.6.3.1	100%	\$50 per business day that each employee does not attend the security orientation before working on site	An occurrence is one business day that one employee does not attend the security orientation before working on site.
1.45.5(l)	New non-permanent employees working on-site shall attend a 30 minute basic security and general procedures orientation before working on-site as described in Section 3.6.5	100%	\$50 per business day that each employee does not attend the basic security and general orientation before working on site	An occurrence is one business day that one employee does not attend the basic security and general orientation before working on site.
1.45.5(m)	Contractor shall implement and maintain CQI program as described in Section 3.15	100%	\$25 per business day that the CQI program is not implemented and/or maintained as described.	An occurrence is one business day that the CQI program is not implemented and/or maintained as described.
1.45.5(n)	Contractor shall address ARP, Grievances and Complaints in a timely manner as described in Section 3.10	100%	\$50 per business day that each ARP, Grievance, and Complaint is not addressed within the required timeframe	An occurrence is one business day that each ARP, Grievance, and Complaint is not addressed within the required timeframe.

1.45.5 (o)	The Contractor shall submit all required data to SMART completely and within seven (7) days of each Participant's admission with a minimum level of accuracy as described in Section 3.4.20.2 as per COMAR 10.47.03.07	99%	\$50 per business day that the data is not entered with a 99% level accuracy over 7 days of admission	An occurrence is one business day over 7 days of admission that SMART data is not entered with a 99% level of accuracy.
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