

**BEACON HEALTH OPTIONS OF PENNSYLVANIA
IN PARTNERSHIP WITH
WASHINGTON DRUG AND ALCOHOL COMMISSION AND
SOUTHWEST BEHAVIORAL HEALTH MANAGEMENT (SBHM)**

**HAVE ISSUED THIS REQUEST FOR PROPOSALS (RFP) FOR
RECOVERY HOUSING PROGRAMS**

LOCATED IN WASHINGTON COUNTY, PENNSYLVANIA

INSTRUCTIONS FOR SUBMISSION:

All completed RFPs must be submitted through one of the following means.

Electronic Delivery	Hand Delivery or by UPS/FedEx Overnight*
Email a PDF copy of the signed RFP to Erich Curnow: erichc@wdacinc.org	Washington D&A Commission 90 W. Chestnut Street Millcraft Building, Suite 310T Washington, PA 15301
*If submitted in hard copy, <u>one, unbound</u> original proposal must be included.	

Proposals must be received by 4:00 p.m. Friday, August 21, 2020.

All pages of the proposal must be numbered.

Please submit the following information:

Agency Name: _____

Address: _____

Telephone: _____ Fax: _____

Email: _____ Contact Person: _____

Submitted by: *(Please Print Name & Title)*

(Signature) _____ Date: _____

BACKGROUND

The Washington Single County Authority is dedicated to have their substance use disorder system become fully aligned as a Recovery-Oriented System of Care. The SCA has consistently worked with individuals in recovery, stakeholders, and system partners to identify and prioritize community needs in an effort to achieve this goal. This work resulted in the SCA prioritizing their efforts to increase the availability of Recovery Housing options and opportunities for individuals in recovery from substance use disorders. Historically, the SCA has supported both creative, local and individualized recovery housing models, as well as national, evidence-based recovery housing models such as Oxford House.

In this RFP, the Washington SCA, Beacon Health Options and SBHM (the Partners) are seeking agencies who are interested in developing, implementing and continually supporting recovery housing programs for adult residents seeking clean and sober housing. The Partners would like to develop new recovery housing programs for either men or women within Washington County. These recovery houses should have a minimum of six (6) beds each. Respondents may also propose to develop recovery housing programs under various models – local creative models or standardized state or national models.

All Recovery Houses MUST become licensed through the Department of Drug and Alcohol Programs (DDAP) and adhere to all the requirements in Senate Bill 446 of the General Assembly of Pennsylvania.

The Partners may have a limited amount of resources to financially support the start-up of these types of programs. If available, these funds would be one-time only, time limited and can be spent ONLY on program start-up costs. There are no funds for ongoing sustainability of these programs. **These programs must be financially self-sustainable.**

TARGET POPULATION

Washington County adults in recovery from substance use disorders who would benefit from a recovery-focused living environment.

MINIMUM QUALIFICATIONS

All applicant agencies **must** meet the following minimum qualifications to be considered for this procurement process:

1. Must be an agency that holds either non-profit or for-profit status in the state of Pennsylvania.
2. Must adhere to all requirements in Senate Bill 446 before opening the recovery house.
3. The house must accept residents using any FDA approved medically assisted treatment (Vivitrol, Buprenorphine, Methadone) *as prescribed*.

Additional preferred qualifications:

1. Have experience providing/coordinating or supporting recovery house programs for the target population.
2. Have a currently successful recovery house model that can be implemented within this county.
3. Be experienced with identifying needs and linking individuals in recovery to community and natural supports

INTENT

It is the intent of the Partners to solicit proposals with the intention of executing a contract. This notwithstanding, any proposal shall be submitted with the following expressed understanding:

- This Request for Proposals is not subject to the competitive bidding process, and any contract entered into as a result of any proposal will not be based on the concept of the “lowest cost applicant”;
- The Partners reserve the right to reject any applicant at any time that does not sufficiently document that they are able to meet the minimum qualifications to respond to this RFP;
- The Partners have the right to reject any and all proposals at any time during the process;
- Partners may modify the selection process or the scope of the project or the required responses at any time;
- All costs of developing proposals and any subsequent expenses relating to contract negotiations are entirely the responsibility of the applicant and may not be charged to the Partners.

INCURRING COSTS

The Partners are not liable for any costs incurred by applicants for work performed in preparation of a response to this RFP.

PROPOSAL REVIEW

The Partners reserve the right to reject any and all proposals received as a result of this RFP, and to negotiate separately with competing applicants. If all proposals are unacceptable, the Partners reserve the right to reject the proposals and to issue a new RFP. The Partners reserve the right to reject a proposal at any time during the process. The proposal and all the materials submitted with the proposal will become the property of VBH-PA upon submission.

SELECTION/REJECTION PROCEDURE

Applicants whose proposals are selected will be notified in writing as to their selection. Applicants whose proposals are not selected will also be notified in writing by the Partners. Applicants responding to this RFP will not receive any feedback on the quality of their responses or the selection process.

RFP AWARD CONDITIONS

Following award of the RFP, the provider must be able to complete the following steps. If the chosen provider cannot complete any of these steps, they will be determined ineligible to continue the process:

- The agency document that they hold either a non-profit or for-profit status in the state of Pennsylvania.

There is no commitment by the Partners on anything beyond what is directly stated in this RFP.

The award resulting from this RFP does not ensure that the need is sufficient to support the development and/or sustainability of this service.

Directions

1. Be sure your agency meets all the minimum qualifications prior to completing your response.
2. Respond to the questions in the sequence that they appear in the RFP and as completely as possible.
3. There is no page limit to responses.
4. All responses must be typed using 12 pt. font.
5. Additional supporting or requested documentation should be attached as Appendices.

REQUEST FOR PROPOSALS

Please provide the following information regarding your ability to develop and sustain recovery house programs for adults in recovery in Washington County.

1. Please describe in detail the agency's background, experience and present activity, as well as the philosophy of the organization, which will enable it to successfully develop and support a recovery house(s) for adults. (10 pts)
2. Describe in detail the target population, your agency's experience with these individuals and how your agency will identify and support these individuals in securing and maintaining safe, affordable and recovery-focused housing options and opportunities. (20 pts)
3. Describe in detail the recovery housing model/program that your agency proposes to develop and implement. Include details regarding locating a facility, outreach/education, referral and admission processes, resident roles and expectations, relapse protocols, etc. (20 pts)
4. Outline if your agency would have any need for initial, one-time only start-up funds and how these would support the development of the program,. Please outline how they are projected to be spent, the timeframe of initiating this program(s). Also, please outline how these costs will be supported moving forward, describe your agency's sustainability plan for this program and any expected cost to the tenant(s). (20 pts)
5. Describe your agency's experience in identifying and linking individuals to community and natural supports which assist in achieving and maintaining a recovery-based lifestyle. (10 pts)
6. Identify what other recovery-based community services and supports are available in the County the program(s) will be located in which can assist these individuals in achieving their goal of long-term recovery. (10 pts)
7. Provide a summary of how your agency will ensure the program(s) is based on recovery-oriented principles such as: (10 pts)
 - Improving quality of life
 - Individual support system satisfaction
 - Participation in meaningful activities and social relationships
 - Peer and Community supports
8. Provide any other information the organization would like to offer, such as letters of recommendation, to support the proposal. *(5 bonus pts)*

REQUIRED ATTACHMENTS

IF THESE REQUIRED ATTACHMENTS ARE NOT PROVIDED, THE SUBMISSION WILL NOT BE CONSIDERED COMPLETE AND WILL BE EXCLUDED FROM THE REVIEW PROCESS.

9. Attach all the necessary documentation to demonstrate that your agency meets each of the following Minimum Qualifications to respond to this RFP. Please ensure that the documentation is current and reflective of the appropriate minimum standard. Also, for appropriate criteria listed below, provide a timeline outlining when your agency can be expected to complete/meet the criteria.
 - a. Must hold either non-profit or for-profit status in the state of Pennsylvania. **(Attach appropriate documentation)** (Required – No points).
 - b. Must meet all the requirements in Senate Bill 446 prior to opening the house. **(Attach an outline of how your agency will meet the requirements of this new law. Include expected timeframes.)** (20 pts.)
 - c. **Attach a development and implementation plan** which includes action steps and timeframes for completion and implementation of a recovery house(s) in this County. (20 pts)

END OF REP

TOTAL AVAILABLE POINTS (without bonus points) = 140