Request for Proposals Bidder’s Conference:

ADP Primary Prevention Programs

April 24, 2017

SANTA BARBARA COUNTY
DEPARTMENT OF
Behavioral Wellness
A System of Care and Recovery
INTRODUCTIONS

- John Doyel, MA, LAADC, ADP Program Administrator
- Katarina Zamora, Certified Prevention Specialist, Health Care Program Coordinator
- Melissa Wilkins, Certified Prevention Specialist, Health Care Program Coordinator
- Melissa Manzo, CPA, Cost Analyst
- Qiuana Lopez, PhD, Contracts Specialist
AGENDA

• Overview of the Strategic Prevention Plan
• Implementation Strategies/Programs
• Purpose and Scope of the RFP
• RFP Requirements
• RFP Review Process
• RFP Timeline
• Questions
Strategic Prevention Plan:
• Effective July 1, 2017 – June 30, 2022

Priority Areas:
• Underage drinking
• Excessive drinking
• Marijuana use (ages 10-25)
• Opioid misuse

Implementation Strategies/Programs:
• Community Coalitions/Task Forces
• Friday Night Live Program (FNL)
• Strengthening Families Program (SFP)
Purpose:
• To Select qualified providers to operate ADP prevention programs throughout Santa Barbara County
• To ensure that the Department of Behavioral Wellness has a competitive selection process for ADP prevention services that is fair and cost effective
• To ensure that gaps in services and community needs are addressed

Scope:
• The RFP process will be in alignment with the Department’s Competitive Procurement Policy
• The current RFP is intended to determine contract awards for the following timeframe: October 1, 2017 through June 30, 2020
Key Operational Points:

- Establish/maintain community coalitions/Task Forces with a minimum of 12 community sectors represented
- Train coalition members annually on the application of evidence-based prevention strategies
- Facilitate monthly coalition meetings
- Collaborate to implement a minimum of two (2) media advocacy prevention campaigns annually reaching approximately 8000 people
- Collaborate to implement a minimum of two (2) community-based prevention projects annually
- Collaborate with County staff in order to collect annual community and retailer surveys

Funding Allocation: Up to $120,000 per region, per year
Key Operational Points:

- Establish/maintain 12 school-based chapters, with a minimum of 6 chapters in North County and 6 chapters in South County
- Train adult advisors annually on the application of youth development practices and prevention strategies
- Host weekly chapter meetings at each of the sites, engaging a minimum of 120 youth in school-based chapters annually
- Collaborate to implement a minimum of two (2) school-based prevention campaigns per site, each school year, reaching at least 50% of the school
- Establish/maintain a Youth Leadership Council with a minimum of 10 participants who meet at least 2 times a month
- Engage the Youth Leadership Council in the implementation of a year-long prevention project utilizing the FNL Roadmap Chapter Project Guide
- Collaborate with County staff in order to collect annual community and retailer surveys

Funding Allocation: Up to $110,000 per year
Key Operational Points:

- Identify a minimum of two (2) program staff to participate in a County-sponsored SFP training in order to serve as facilitators for the Strengthening Families Program and participate in ongoing technical assistance as identified.

- Recruit twenty to thirty (20-30) underserved families annually and provide training using the SFP curriculum.

- Offer the full ten to fourteen (10-14) week SFP sessions a minimum of three (3) times per year.

- Facilitate separate English and Spanish-speaking groups based on the primary language of the families who are registered for the program. Specific cultural sub-groups may be targeted in different cohorts.

- Provide a family meal in conjunction with each SFP weekly session.

- Coordinate childcare for younger siblings as needed.

- Offer SFP pre- and post-tests as designed.

Funding Allocation: Up to $50,000 per region, per year.
### Overview of Application Elements:

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<tr>
<th>Part</th>
<th>Description</th>
<th>Maximum Points (150 points total)</th>
<th>Maximum # Pages</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>RFP Application Cover Sheet</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Table of Contents</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>3</td>
<td>Agency Overview</td>
<td>20</td>
<td>5</td>
</tr>
<tr>
<td>4</td>
<td>Program Narrative</td>
<td>60</td>
<td>12</td>
</tr>
<tr>
<td>5</td>
<td>Program Budget</td>
<td>30</td>
<td>8</td>
</tr>
<tr>
<td>6</td>
<td>Management and Reporting Capabilities</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>7</td>
<td>Policies and Procedures</td>
<td>10</td>
<td>1</td>
</tr>
<tr>
<td>8</td>
<td>Investigation Statement</td>
<td>5</td>
<td>1</td>
</tr>
<tr>
<td>9</td>
<td>Legal Information</td>
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</tr>
<tr>
<td>10</td>
<td>Supportive Information</td>
<td>5</td>
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</tr>
<tr>
<td>11</td>
<td>Attachments</td>
<td>5</td>
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### Required Attachments:

A. Organizational Chart  
B. Certificates of Insurance  
C. References (Exhibit C)  
D. Current Board Member List  
E. Annual audited Financial Statement (most recent)  
F. Tax Return (most recent filed)  
G. Cultural Competence Information (Exhibit D)
Initial Application Review:

- Failure to meet any one of the following criteria will eliminate an application from consideration:
  - Proposal(s) must be received by due date (May 19, 2017 by 3pm)
  - All sections of proposal(s) must be completed as outlined in RFP and within specified page limits
  - All required attachments must be included and complete

Scoring of Proposals:

- A panel of reviewers will score each proposal
  - The panel will include a minimum of 5 participants including representatives from the Department of Behavioral Wellness, the Behavioral Wellness Commission, and subject matter experts
  - Panel members will sign Confidentiality Agreements and Conflict of Interest Agreements prior to participation
  - Panel members will receive a formal orientation and the Contracts Department will facilitate the scoring process
- Proposals must score at least 75% of total points (150 pts) to be considered for an award
RFP TIMELINE

Anticipated Schedule:

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<tr>
<td>April 14, 2017</td>
<td>RFP Released</td>
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<td>April 24, 2017</td>
<td>Bidder’s Conference</td>
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<td>April 26, 2017</td>
<td>Letter of Intent to Apply due by 3 pm</td>
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<td>May 19, 2017</td>
<td>Applications due by 3 pm</td>
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<td>June 2, 2017</td>
<td>Notice of Intent to Award is posted</td>
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<td>June 5-9, 2017</td>
<td>Appeal Period</td>
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<td>June 19, 2017</td>
<td>Notification of Appeal Results</td>
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<td>June 20, 2017</td>
<td>Contract service negotiations begin</td>
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<td>October 1, 2017</td>
<td>Program begins providing services to the community</td>
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* Note: dates are subject to change; revisions or new dates will be made available online
Questions?

Follow up:

• Minutes will be taken from this Bidder’s Conference and distributed to all potential applicants via the Department’s website: http://countyofsb.org/behavioral-wellness/bids.sbc

• All additional inquiries will be directed to one point of contact; all responses to inquiries will be provided in writing and placed on Department’s website: http://countyofsb.org/behavioral-wellness/bids.sbc

RFP contact information:
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Thank you for your attendance.