



BIG BEND COMMUNITY BASED CARE, INC.

Request for Proposals

#04-2018

Parent Behavioral Health Assessment (PBHA) Program

for the period

10/1/18 to 6/30/2021

Closing Date: September 19, 2018

3:00 P.M. EST

Contact Person:

Chris Meadows, Director of Contract Administration

525 N. Martin Luther King Jr. Blvd.

Tallahassee, FL 32301

850-410-2010 ext. 111

chris.meadows@bigbendcbc.org



Parent Behavioral Health Assessment (PBHA) Program in the Northwest Florida Region

Request for Proposal

Overview: Big Bend Community Based Care (BBCBC) serves as the Network Management agency for child welfare and substance abuse and mental health (behavioral health) services in northwest Florida. Our sole purpose is to provide the highest quality child welfare, substance abuse and mental health services to children, adults and their families within their communities through a managed network of accredited providers. We serve as a centralized support for our community and agency partners. Our agency is far more than an administrative office, however. At BBCBC, we strive to develop relationships with our children and families so we can provide them with the individualized attention they need. At BBCBC, we believe that children have the right to grow up safe, healthy and fulfilled in families that love and nurture them - and - that the children, adults and elders in our communities deserve exceptional behavioral health services that meet their needs.

The main purposes for this effort is to: provide PBHAs for all parents involved in a situation where a Child Protective Investigator has identified present danger or determined a child to be unsafe. An important tenet in Florida's Child Welfare Practice Model is the partnership between child welfare professionals, families and other experts. When the family condition is impacted by mental health concerns or substance misuse, behavioral health providers are key partners. Information gathered from behavioral health providers informs decisions around child safety, case planning, caregiver protective capacities and behavior changes.

Parents, whose children are involved in the child welfare system, need timely access to assessments that will help provide a path to permanency for their children and improve/impact family well-being. These assessments should be trauma informed, comprehensive (to include assessing for co-occurring conditions), convenient and affordable.

Child welfare professionals need timely, behavioral health-focused assessments of parents whose children are involved in the child welfare system to ensure the parents are provided appropriate intervention services that focus on improved child safety, caregiver protective capacities and behavior changes.

Behavioral health providers need information regarding the family's history, the current family condition, current circumstances, identified safety concerns and information on the caregiver's enhanced and diminished protective capacities.

BBCBC is looking for a qualified provider(s) who can administer and complete PBHAs in Circuit 2 (Leon, Jefferson, Wakulla, Franklin, Gadsden, and Liberty Counties) and Circuit 14 (Gulf, Bay, Calhoun, Jackson, Washington, and Holmes Counties). Respondents may submit a proposal for Circuit 2 and 14 individually, or submit a proposal for both Circuits. Assessors must be licensed practitioners of the healing arts



(licensed through Florida's 491 board) and be knowledgeable about Florida's Child Welfare Practice. Assessors must be proficient in diagnosing both mental health and substance use disorders and must be familiar with local resources. Assessors must have reliable transportation and be willing to conduct interviews in a location convenient for the parents, most often in the parent's home.

The annual budget amount shall not exceed \$300,000.00 per year to serve all twelve (12) counties in Circuits 2 and 14, for the duration of this contract, subject to the availability of funding (August 2018 – June 30, 2021). This service must be funded with Substance Abuse and/or Mental Health Temporary Assistance for Needy Families (TANF) funding. If a provider does not currently receive TANF funding, they must seek approval to utilize these funds from BBCBC. All data and reporting requirements for TANF funding must be followed by the selected provider. Additionally, the provider must submit all required data elements under PAM 155-2 and Chapter 65E, Florida Administrative Code into BBCBC's Behavior System. It is estimated that 804 assessments will be completed annually (320 in Circuit 2 and 484 in Circuit 14).

Respondents should concisely answer the following questions in a written format, not to exceed ten (10) pages (not including the budget and personnel detail), by 3:00 p.m. EST, September 19, 2018. Proposals should be submitted electronically to Chris Meadows, Director of Contract Administration at chris.meadows@bigbendcbc.org.

Questions to be Answered:

1. Describe your experience with Florida's Child Welfare Practice Model.
2. Describe all aspects of your experience with behavioral health assessments.
3. Describe your current engagement in the circuit(s) you plan to submit a proposal for.
4. Describe the model to be used to complete the PBHA within the parameters of the program description and process.
5. Describe how you ensure families are assessed and treated with a trauma informed approach.

Evaluation Criteria:

1. Depth of experience with Florida's Child Welfare Practice Model.
2. Depth of experience with behavioral health assessments.
3. Depth of engagement in the circuit(s) the potential provider is submitting a proposal on.
4. Proposed service model and ability to complete the PBHA within the parameters of the program description and process.
5. Demonstration of work with families being trauma informed.

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Schedule of Events and Deadlines:

Activity	Date	Time Eastern	Address
RFP advertised and released on BBCBC's website	August 31, 2018	5:00 PM (EST)	BBCBC Competitive Procurement: https://www.bigbendcbc.org/about-us/competitive-procurements
Written Questions Due	September 10, 2018	5:00 PM (EST)	Chris Meadows Director of Contract Administration Chris.meadows@bigbendcbc.org
Posting of Answers to Written Questions	September 12, 2018	5:00 PM (EST)	BBCBC Competitive Procurement: https://www.bigbendcbc.org/about-us/competitive-procurements
Replies must be received by BBCBC:	September 19, 2018	3:00 PM (EST)	Chris Meadows Director of Contract Administration Chris.meadows@bigbendcbc.org
Evaluation Period	September 20-21, 2018	N/A	N/A
Anticipated Negotiation Period:	September 24-25, 2018	N/A	Big Bend Community Based Care 525 N. Martin Luther King Jr. Blvd Tallahassee, Florida 32301
Anticipated posting of Intended Contract Award:	September 25, 2018	5:00 PM (EST)	BBCBC Competitive Procurement: https://www.bigbendcbc.org/about-us/competitive-procurements
Anticipated Effective Date of Contract:	October 1, 2018	N/A	N/A

General Information:

This Request for Proposal (RFP) does not commit Big Bend Community Based Care, Inc. to award a subcontract or to pay any costs incurred in the preparation or submission of response or costs incurred in making necessary studies for the preparation thereof or to procure or contract for services or supplies.

BBCBC reserves the right to reject any or all responses to this RFP and to negotiate with any of the respondents in any manner deemed to be in the best interest of BBCBC.

BBCBC reserves the right to withdraw the RFP, add new considerations, information or requirements at any stage of the procurement process and to reject the response of any organization that has previously failed to perform properly or failed to perform in a timely manner in subcontracts of a similar nature, or



who, in the opinion of BBCBC, is not in a position to perform or is not sufficiently qualified to perform the subcontract.

The funding for this proposal may contain federal monies and as such the awardee may be required to comply with provisions of the Uniform Grant Guidance, 2 Code of Federal Regulation 200.

This RFP contains no contractual proposal of any kind; any response submitted will be regarded as a response to the RFP and not as an acceptance by the respondent of any proposal by BBCBC. No contractual relationship will exist except pursuant to a written subcontract document signed by the authorized official of BBCBC and by the successful respondent(s) chosen by BBCBC.

Attachment A: Parent Behavioral Health Assessment (PBHA) Program Description and Process

Attachment B: Parent Behavioral Health Assessment (PBHA) Form Template

Attachment C: Cf Mh 1042 Operating and Capital Budget Template with Personnel Detail