

LEHIGH and NORTHAMPTON COUNTY
DRUG AND ALCOHOL PROGRAMS
REQUEST FOR PROPOSALS
for
Prevention, Intervention and Outpatient Treatment Services

GENERAL INFORMATION FOR APPLICANTS

INTRODUCTION

This request for proposals (RFP) for prevention, intervention and outpatient treatment services provides interested applicants with the information, forms and instructions to prepare and submit proposals for consideration by Lehigh and Northampton County Drug and Alcohol Programs for the coming Fiscal Year.

This RFP is issued jointly by the Single County Authorities, but contracts will be issued individually by each county. Proposals should reflect the services offered in each county as appropriate.

SERVICE DESCRIPTIONS

The intervention and treatment services currently purchased by Lehigh and Northampton Counties are of the following types:

1. **Prevention**. These are services directed to those who do not require treatment for substance abuse. Services desired include, but are not limited to; information dissemination; education; alternatives; problem identification and referral, community-based process, and environmental.
2. **Intervention**.
 - a. **Assessment Service**. The provision of services aimed at assisting the client in coping with a specific crisis or other situation in his or her life for which his or her customary modes of adaptation have proven inadequate. This level is aimed at assisting in decision-making and supporting the client until he or she can cope with the situation independently. Referral is provided if the need for a structured treatment regimen or other services is indicated.
 - b. **Student Assistance Program (SAP) Services**. These are school-based services designed to identify and intervene with youth whose behavior indicates they may have a problem with alcohol and other drugs.
3. **Partial Hospitalization (Outpatient)**. Provision of treatment services for approximately 6-8 hours per day per client or a minimum of 10 hours per week. A separate license is required for this service.
4. **Intensive Outpatient Services**. Provision of treatment services within a five (5) or six (6) week outpatient program allowing addicted people to remain with family, on the job and in the community while participating in a 1/2 day treatment process 3-4 times a week. Services may range from 5-9 hours per week.
5. **Outpatient Services**. The provision of counseling services on a regular and predetermined schedule, treatment services includes services for women, adolescents and other high-risk groups.
6. **Case Management**. Support for client remaining in recovery and assistance in obtaining various services (e.g., housing, education, employment, medical/dental, psychiatric, etc.), post drug and alcohol treatment at any or all levels of care. (Lehigh county only)
7. **HIV/AIDS/TB**. Services include, outreach, HIV/AIDS testing, pre- and post-test counseling, referral and partner notification.
8. **Hepatitis C**. Testing and case management services. (Northampton county only)

9. **Transitional Housing.** Temporary shelter for individuals in need of short-term housing in a pre-treatment, post treatment or current outpatient treatment status.
10. **Recovery Oriented Systems of Care (ROSC)**
As we incorporate this philosophy into our prevention and treatment system, proposals to provide services consistent with this agenda will be considered. To familiarize yourself with the model, please see the site below:
<http://www.pacdaa.org/Pages/RecoveryOrientedSystemsofCare.aspx>

SELECTION CRITERIA

Proposals will be reviewed and judged considering the following factors:

1. timeliness of submission and response to follow-up inquiries
2. inclusion of all required documentation
3. accuracy and soundness of budgetary/financial data
4. demonstrated ability to provide services
5. provision of effective evidence based programs

Proposals will be reviewed by each county separately to select the programming most appropriate to their needs and locale. Agencies that receive an allocation will be notified, and a contract will be issued.

REJECTION OF PROPOSALS

The County Drug and Alcohol Program reserves the right to reject any and all proposals received as a result of the RFP, or to negotiate further with applicants for any or all of the services proposed.

CONTRACT

The applicant agrees to assume responsibility for the provision of all services offered in the proposal by July 1 and to maintain all aspects of the contracted agreement and subsequent amendments throughout the designated period which ends June 30. A copy of the standard contract format currently in use by each County is available upon request from each respective office. The requirements regarding insurance, audits, human rights, etc. which would be incorporated into any final agreement are included in the contract's body or appendices.

PROPOSALS ARE DUE TO EACH COUNTY BY

April 16, 2010 by 12:00 noon

NOTE: There will be a pre-proposal conference held on March 4, 2010 at 1:30 p.m.

Place: Bechtel Building, 520 East Broad Street, Bethlehem, PA 18018

R.S.V.P. 610-997-5800 by February 25, 2010