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REQUEST FOR INTEREST (RFI) FOR RECOVERY HOUSING SERVICES

Contra Costa Behavioral Health Services (CCBHS) announces a Request for Interest (RFI) to determine the extent of interest from qualified agencies in managing Recovery Residences (RR) funds throughout Contra Costa County for Drug Medi-Cal (DMC) Contra Costa residents with substance use disorders (SUD).

Alcohol and Other Drugs Services (AODS) makes available the provision of RRs for individuals with a SUD while they attend intensive outpatient SUD treatment. AODS is also responsible for oversight and monitoring of all RRs that house CC residents who are eligible for the RRs housing grants. The AODS RR Supervisor will work closely with the RR contract provider to ensure that residents meet the criteria of ability to live independently, employment readiness, and maintaining housing beyond grant funding.

CCBHS is currently seeking interest from qualified agencies that have experience in managing or providing RR services for individuals with a SUD that would manage limited, one-time only Substance Abuse Block Grant (SABG) Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) for the period to end December 31, 2022 and serve as the designated agency that would place individuals with a SUD who meet the criteria as described above in RR. The goal of placing clients with SUD in RRs is to contribute to the gains made in SUD treatment by ensuring that clients continue to achieve stability and build on the gains made in treatment. The RR housing grants are not intended to be considered as permanent or transitional housing but are a steppingstone to support recovery and founded on the pillars of responsibility, accountability, and self-sufficiency. As part of the placement process, the agency would be expected to link DMC-ODS beneficiaries with employment and permanent housing.

This RFI does not constitute a Request for Proposal (RFP) or a promise to issue an RFP in the future. The County will not pay for any information or administrative costs incurred in responding to this RFI. Pending the results of this RFI, the County may negotiate a contract, post a contract solicitation, or take no further action.

Qualified Agency/Agencies who wish to respond to this RFI will be required to submit a Statement of Information (SOI) that details how they meet the following requirements:

1. Have at least 20 years of experience as a provider of RR to individuals with SUD
2. Have experience successfully operating a network of RR
3. Should demonstrate connection to local Sober Living Environments (SLEs) communities and organizations in Contra Costa County



4. Must be prepared to provide data as required by the county for reporting and billing purposes. It must also have the accounting infrastructure to support County contractual requirements.
5. Must demonstrate knowledge of and experience providing services to individuals with SUD
6. Must demonstrate successful equitable and fair engagement, recruitment, and training experience of a broad range of SLEs across county regions, including payment of invoices in a timely manner.
7. Must demonstrate ability to retain staff who reflects the cultural diversity of the clients we serve in Contra Costa County
8. Must demonstrate experience with working with other Drug Medi-Cal providers.
9. Must be a Non-Profit agency, due to Federal regulations associated with the funding that would potentially be made available through this RFI

Statement of Information (SOI)

The County is requesting a Statement of Information (SOI) from agencies that wish to respond to this RFI. The SOI must include the following components, and is not to exceed 12 pages, including any attachments:

1. Introduction Letter – The introduction letter must be on agency’s letterhead and include:
 - a. Agency’s full legal name
 - b. Type of entity (public/private, for profit/nonprofit)
 - c. Name and title of the individual authorized to make representations for the agency.
 - d. Agency’s mailing address
 - e. Contact individual’s name, telephone, and email address

2. Agency’s Experience and Capabilities – Agency should provide a summary of the agency’s qualifications, experience, and proven record for operating a network of RR, providing services to individuals with a SUD

3. Agency should describe its knowledge of local housing and employment resources and other supports relevant to individuals with SUD. Agency should describe its connections and relationship to the local communities of and organizations in Contra Costa County, including interagency agency agreements and contracts with community-based organizations and county departments.

Deadline for Submission of Statement of Interest

To be considered as a Respondent for this RFI, interested parties must submit the completed Statement of Interest including requested documentation above, along with the Respondent’s email address and contact phone number to:



Contra Costa Behavioral Health Services Contracts and Grants Unit
Attention: 1340 Arnold Drive #200 Martinez, CA 94553
Telephone: (925) 957-5152
Email: Christopher.Pedraza@cchealth.org
Website: <https://cchealth.org/aod/>

Submissions may be sent via postal mail or e-mail only.
Please include an electronic copy of the documents on a USB drive with all postal mail deliveries.
For email, attachments must be in MS Word, MS Excel, and/or pdf file format.

Responses must be received no later than 12:00 p.m. on **November 10, 2022.**

Please note that responses will not be returned, and late deliveries will NOT be accepted.

Restriction and Disclosure NOTHING IN THIS DOCUMENT SHALL BE CONSTRUED AS OBLIGATING THE COUNTY TO ISSUE AN RFP, REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ), OR NEGOTIATE A CONTRACT.

This RFI does not constitute a solicitation for contracting and should not be construed as an RFP or an RFSQ. All information received in response to this RFI shall become the property of Contra Costa County. Any information deemed confidential or proprietary by the Respondent must be clearly marked and identified by the Respondent as such and include an explanation of why such information is exempt from disclosure under applicable law. Such clearly marked and identified confidential or proprietary information will be protected and treated with confidentiality only to the extent permitted by law. Information not protected from disclosure by law will be considered a public record.

Proposals will be received, maintained, and may be disclosed to the public consistent with the California Public Records Act (PRA) and the Freedom of Information Act. Proposals will be exempt from disclosure until the evaluation and selection process has been completed. Respondents should be aware that CCBHS is required by law to make its records available for public inspection and copying, with certain exceptions. (See California Public Records Act, California Government Code Section 6250 et seq. and the Freedom of Information Act - 5 U.S.C. Sec. 552). CCBHS will not notify Respondent of requests for release of information or that CCBHS released data unless CCBHS receives a request for information previously marked and identified by the Respondent as confidential or proprietary. If CCBHS receives a request for release of such previously marked and identified confidential or proprietary information, CCBHS will notify the Respondent of such request to allow the Respondent to challenge such request consistent with applicable law.

