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REQUEST FOR INTEREST (RFI) for Children's Crisis Stabilization Unit (CSU)

Contra Costa Behavioral Health Services (CCBHS) announces a **Request for Interest (RFI)** to determine the extent of interest from qualified agencies in operating a Children's Crisis Stabilization Unit (CSU) at the Miller Wellness Center in Martinez. CCBHS received funding by the California Health Facilities Financing Authority (CHFFA) to remodel the Behavioral Health Urgent Care clinic at George and Cynthia Miller Wellness Center (MWC) in Martinez and build a Children's Crisis Stabilization Unit (CSU). Planned opening of the CSU is March of 2023. The CSU will serve as the designated receiving center for children and adolescents who under WIC 5585, as result of a mental health disorder, are taken into custody due to presenting a danger to self or others, or due to being gravely disabled. The CSU will assess and stabilize children and adolescent with acute mental health needs and coordinate their successful return to the community as well as linkage to needed supports. 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.

CCBHS is currently seeking interest from qualified agencies that have experience in providing behavioral health services for Medi-Cal eligible minors with acute mental health treatment needs along the crisis continuum of care, including operating a Children's Crisis Stabilization Unit (CSU). The goal of the CSU is to serve as a receiving center where youth in psychiatric crisis receive a multidisciplinary assessment to determine whether involuntary detention and referral to acute psychiatric inpatient program is appropriate, and as a crisis stabilization program where youth receive services that are immediate but time limited, designed to support their stable return to the community with linkage to supportive services to foster recovery. CBHS intends to maintain the capacity of to serve up to eight youth at a time. Services will include 24/7 assessment and stabilization, mental health services, family support and psychoeducation, and linkage to community supports. The CSU will serve Medi-Cal beneficiaries, uninsured and commercially insured Contra Costa children and youth ages 6-17 who are at risk of psychiatric hospitalization due to a mental health condition.

Profile of a 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. Agency must have at least 20 years of experience as a provider of mental health services to children and adolescents, providing services along the crisis continuum of care to Medi-Cal beneficiaries.
2. Agency must have experience successfully operating a Children’s Crisis Stabilization Unit in California, serving Medi-Cal insured children and adolescents
3. Agency should demonstrate connection to local communities and organizations in Contra Costa County, including local child serving systems (Education, Child Welfare, Probation, Regional Center, Behavioral Health).
4. Agency must be prepared to utilize the Electronic Health Record system of Contra Costa Health Services (Epic/ccLink) for clinical documentation and billing.
5. Agency must demonstrate knowledge of and experience providing trauma informed, culturally responsive mental health treatment of children and adolescents experiencing severe emotional disturbance and mental illness.
6. Agency must demonstrate successful opening of facilities such as a Children’s CSU and show successful recruitment and training of staff of all disciplines (including psychiatrists) for that facility in a timely manner.
7. Agency must demonstrate ability to retain staff.
8. Agency must demonstrate experience with billing Medi-Cal and other insurance providers.

Statement of Information (SOI)

The County is requesting a Statement of Information (SOI) from agencies that wish to respond to the 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 qualification for operating a Children’s CSU, its experience providing mental



health services, with emphasis on services to Medi-cal eligible children and adolescents experiencing severe mental health conditions and acute mental health crises. Agency should describe its experience operating Children's Crisis Stabilization Units (CSU) and describe its approach to trauma informed, culturally responsive crisis stabilization, treatment, and care coordination. Agency should describe its knowledge of local mental health resources and other supports relevant to social determinants of health. 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

In order 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 Unit, Attention: Windy Taylor
1340 Arnold Drive #200
Martinez, CA 94553
Telephone: (925) 957-5148
Email: Windy.Taylor@cchealth.org
Website: <https://cchealth.org/bhs/>

Submissions may be sent **via postal mail or e-mail only**. 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 September 2, 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, RFSQ, OR NEGOTIATE A CONTRACT.

This RFI does not constitute a solicitation for contracting and should not be construed as a RFP or a Request for Statement of Qualifications (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.

