



**Solicitation Information
November 09, 2015**

RFI# 7550036

TITLE: Evidenced Based Programs (EBPs) for Medicaid enrolled Children, Youth, and their Families

Submission Deadline: December 07, 2015 @ 10:00 AM ET

Questions concerning this solicitation must be received by the Division of Purchases at meredith.skelly@purchasing.ri.gov no later than **November 19, 2015 @ 10:00 AM ET**. Questions should be submitted in a *Microsoft Word attachment*. Please reference the RFI# on all correspondence. Questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

SURETY REQUIRED: No

BOND REQUIRED: No

Meredith Skelly

Interdepartmental Project Manager

Applicants must register on-line at the State Purchasing Website at www.purchasing.ri.gov

Note to Applicants:

Offers received without the entire completed three-page RIVIP Generated Bidder Certification Form attached may result in disqualification.

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM

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1.0 INTRODUCTION

The Executive Office of Health and Human Services (“EOHHS”) is soliciting information for home and community Evidence Based Programs (“EBP”) that address trauma, mental health, intellectual/developmental disability, and/or substance abuse treatment services for children, youth and their families. Examples of EBPs include but are not limited to those noted on SAMHSA’s National Registry of Evidence-based Programs and Practices (NREPP) at <http://www.nrepp.samhsa.gov/Index.aspx>; The National Professional Development Center on Autism Spectrum Disorder (NPDC) [http://autismpdc.fpg.unc.edu/evidence-based-practices](http://autismpdc.fpg.unc.edu/evidence-based-practices;); .

EOHHS currently funds Home Based Treatment Services (HBTS) including Applied Behavior Analysis (ABA), Personal Assistance Services and Supports (PASS), and Respite. The EOHHS is interested in exploring the possibility of expanding its service array with Evidence Based Practices in an effort to invest in programming with proven outcomes. Therefore the purpose of this solicitation is as follows:

- to obtain information about the availability of evidence based service providers interested in serving RI Medicaid enrolled children and families;
- to obtain information about evidence based practices that can contribute to an increase of positive outcomes for youth experiencing developmental delay, mental health and behavioral challenges, substantiated by the evidence of data;
- to obtain information about evidence based practices that can promote the well-being of children and families (including biological, adoptive, foster, and extended families) by strengthening and stabilizing them.

This is a Request for Information (RFI). No award will be made as a result of this solicitation.

1.1 INSTRUCTIONS AND NOTIFICATIONS TO OFFERORS:

1. Potential vendors are advised to review all sections of this RFI carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.
2. The State invites feedback from the community on any questions posed in this RFI. Please note it is not a requirement to answer all questions.
3. Alternative approaches and/or methodologies to accomplish the desired or intended results of this RFI are solicited.

4. This is a Request for Information (RFI), and as such no award will be made as a result of this solicitation.
5. All costs associated with developing or submitting responses to this RFI, or to provide oral or written clarification of its content shall be borne by the vendor. The State assumes no responsibility for any costs.
6. Responses misdirected to other state locations, or which are otherwise not present in the Division at the time of opening for any cause will be determined to be late and will not be considered. For the purposes of this requirement, the official time and date shall be that of the time clock in the reception area of the Division.
7. Respondents are advised that all materials submitted to the State for consideration in response to this RFI will not be considered to be Public Records as defined in Title 38, Chapter 2 of the General Laws of Rhode Island. The responses may only be released for inspection upon RFI once an award of a subsequent procurement has been made, as long as the release will not place the State at a competitive disadvantage in its sole discretion.
8. Interested parties are instructed to peruse the Division of Purchases website on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this RFI.
9. Equal Employment Opportunity (G.L. 1956 § 28-5.1-1, et seq.) – § 28-5.1-1 Declaration of policy – (a) Equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island state government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of state employment. This policy applies to all areas where State dollars are spent, in employment, public services, grants and financial assistance, and in state licensing and regulation. For further information, contact the Rhode Island Equal Opportunity Office at (401) 222-3090.
10. In accordance with Title 7, Chapter 1.2 of the General Laws of Rhode Island, no foreign corporation, a corporation without a Rhode Island business address, shall have the right to transact business in the State until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). This is a requirement only of the successful vendor(s).
11. The vendor should be aware of the State's Minority Business Enterprise (MBE) requirements, which address the State's goal of ten percent (10%) participation by MBE's in all State procurements. For further information, contact the MBE Administrator at (401) 574-8253 or visit the website www.mbe.ri.gov or contact charles.newton@doa.ri.gov.

2.0 Request for Information

This RFI outlines the type of information being solicited from potential respondents and includes guidelines for content and format of responses.

2.1 REQUIREMENTS AND DEADLINES FOR QUESTIONS AND RESPONSES

2.1.1 QUESTIONS

Questions concerning this RFI may be e-mailed to the Division of Purchases at meredith.skelly@purchasing.ri.gov no later than the date and time indicated on page one of this RFI. Please reference **RFI # 7550036** on all correspondence. Questions should be submitted in a Microsoft Word attachment. Answers to questions received, if any, will be posted on the Internet as an addendum to this RFI. It is the responsibility of all interested parties to download this information. If technical assistance is required to download, call the Help Desk at (401) 574-9709.

Offerors are encouraged to submit written questions to the Division of Purchases. **No other contact with State parties regarding this RFI should be attempted.** Responses to this RFI should be submitted on or before the date listed on the cover page. Responses received after this date and time, as registered by the official time clock in the reception area of the Division of Purchases may not be considered.

2.1.2 RESPONSES

Submit one (1) original and two (2) copies, and one electronic copy of responses by the date and time stated on page one of this RFI. Submissions should be single spaced on 8 ½” by 11” pages with 1” margins using Times Roman 12 font. Responses should be limited to 15 pages.

Responses (an original plus two (2) copies/one electronic copy) must be mailed or hand-delivered in a sealed envelope marked “**RFI# 7550036 Evidenced Based Programs (EBPs) for Medicaid enrolled Children, Youth, and their Families**” to:

RI Department of Administration
Division of Purchases, 2nd floor
One Capitol Hill
Providence, RI 02908-5855

NOTE: Responses received after the above-referenced due date and time will not be considered. Responses misdirected to other State locations or those not presented to the Division of Purchases by the scheduled due date and time will be determined to be late and will not be considered.

Responses faxed, or emailed, to the Division of Purchases will not be considered. The official time clock is in the reception area of the Division of Purchases.

Based on the responses, Rhode Island may invite a vendor to present their approach and demonstrate their technical solution.

2.2 Introduction

The Rhode Island Division of Purchases (“Division”), on behalf of the State of Rhode Island (“State”, “Rhode Island”, or “RI”), is issuing this Request for Information (“RFI”) to solicit information about the availability of evidence based programming in the State of RI that may be able to expand the current home and community based service array for children, youth and families enrolled in Medicaid.

EOHHS currently funds Home Based Treatment Services (HBTS) including Applied Behavior Analysis (ABA) and Personal Assistance Services and Supports (PASS). There are approximately 1300 youth receiving any one of these services on a given day. Outcomes of the current service array include but are not limited to: Maximizing the child’s ability to live at home; Participate as valued members of their family and community; Improve the child’s ability to function in the least restrictive level of care; Improve the child’s ability to transition to adulthood; Improve the child’s ability to do activities of daily life, make self-preserving decisions and participate in social situations.

The EOHHS is interested in receiving information about the availability of evidence based, home and community services and the potential outcomes they may be able to accomplish. Examples of goals may be increase in family self-sufficiency, a decrease in child welfare and juvenile justice involvement, decreased reliance on Emergency Room visits and inpatient hospitalization and decreased prescribing of Psychotropic drugs for youth.

3.0 Content of Response

The following outline is intended to minimize the effort of the respondent and structure the response for ease of analysis. The listed questions can be used to guide responses; please note that an answer to each question is not required however preferred. **Concise responses** are appreciated.

Section 1 Required Criteria to Providing Services (1-2 pages)

Please provide a description of the requirements of an evidence based program’s background information and staff qualifications. Describe available evidence based programs that may address the treatment and clinical needs of children and youth with developmental delay and/or behavioral and mental health needs, particularly with regards to Medicaid and EBP.

Section 2: Description of Service(s) being offered: (1 page per service)

Please describe the requirements for implementation of an EBP which may include fidelity to the model, activities and services provided and how an agency would sustain the program in RI.

Section 3: Budget (1 page)

Please describe the costs associated in delivering EBP in RI.

Section 4: Reporting Requirements (2 pages)

Please describe the metrics that are offered by EBP that the State could utilize for monitoring performance and adherence to fidelity of the model.

Section 5: Timeline (1-2 pages)

Please describe a potential service implementation timeline for the proposed approach.

Section 6: Referenced Documents (1 page)

Please include any documents referenced in this RFI.

Section 7: Other Information (2 pages)

Please share other information you feel the state should take into consideration as it pertains to:

- tasks involved in building and sustaining an EBP
- optimizing state infrastructure
- risks/benefits of procuring one or multiple vendors for various services
- any other area you deem as relevant under this RFI

Disclaimer

This Request for Information is solely for information and planning purposes and does not constitute a Request for Proposal. All information received in response to the RFI and marked as “Proprietary” will be handled accordingly. Responses to the RFI cannot be accepted by the State to form a binding contract. Responses to the RFI will not be returned. Respondents are solely responsible for all expenses associated with replying to this RFI.

END