



Alameda County Health Care Services Agency
School Health Services Coalition
LINKING HEALTH AND EDUCATION TO CHANGE LIVES

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**Alameda County Health Care Services Agency
School Health Services Coalition**

**REQUEST FOR PROPOSALS
For
Technical Assistant: School-Based Behavioral Health**

Alameda County Health Care Services Agency, School Health Services Coalition is requesting the assistance of a qualified local agency or individual to build capacity and strengthen the delivery of school-based behavioral health services. Interested parties are requested to bid on completion of the following scope of work.

Application Due Date	5:00 PM, September 23, 2011 Email: lisa.warhuus@acgov.org AND Send One Hard Copy by mail/delivery to Alameda County Health Care Services Agency Attn: Connie Yale 1000 San Leandro Blvd., Suite 300 San Leandro, CA 94577-1675
Official Award Notification	September 30, 2011
Contract Term	November 1, 2011 through June 30, 2012
For information about this project Please contact:	Lisa Warhuus, School-Based Behavioral Health Coordinator Phone Number: (510) 406-9417 E-mail: Lisa.Warhuus@acgov.org

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LINKING HEALTH AND EDUCATION TO CHANGE LIVES

SECTION 1: INTRODUCTION /BACKGROUND

In 2009, Alameda County School Health Services Coalition (SHS) and Alameda County Behavioral Health (BHCS) launched the School-Based Behavioral Health Initiative. The mission of this initiative is to *strengthen and expand school-based behavioral health practice, finance, evaluation, and policy in Alameda County*. SHS and BHCS work together to convene the partnership. Additional partners include Alameda County School Districts, Community Service Providers, Alameda County School-Based Health Centers, and University of California San Francisco Institute for Health Policy Studies.

The goals of the School-Based Behavioral Health initiative are to:

1. Expand school-based behavioral health systems and practices in Alameda County school districts
2. Broaden the capacity of school-based behavioral health services partners to implement best practices
3. Broaden the capacity of school and district staff to support the social-emotional development of students
4. Increase collaboration between school staff and behavioral health providers to build integrated programming within the schools
5. Create an integrated data and evaluation system to track behavioral health outcomes linked to academic outcomes
6. Develop integrated funding strategies that strengthen opportunities for universal access

The school-based behavioral health initiative has developed and adopted a best practice framework for school-based behavioral health and models all efforts to fulfill its mission and goals after this framework. The goal is to build a comprehensive continuum of school-based supports and interventions, in all regions of the county, targeted to address the emotional and behavioral needs of students and their families.

Through this Request for Proposals (RFP), SHS is seeking assistance implementing strategies pertaining to Goals 2 and 3 of the initiative. The scope of work addresses a need for model development, practice support, creation of a short and long term training plan, and support for implementation of new and established programs.

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SECTION 2: SCOPE OF WORK /OBJECTIVES AND DELIVERABLES

Scope of Work:

1. Develop a school-based mental health consultation model for the School Health Services Coalition through research and with input from School-Based Behavioral Health Initiative staff and partners.
 - Conduct research on evidence-based consultation models used in schools
 - Interview SBBH Initiative staff and relevant partners on their approach to mental health consultation in schools
 - Review previous work on consultation conducted by the SBBH Initiative (including trainings, discussion notes, and surveys)
 - Complete draft mental health consultation model and circulate among partners for input
 - Complete and publish paper on mental health consultation in schools for the SHS Coalition
2. Strengthen the capacity of Our Kids/Our Families clinical case managers to conduct therapeutic groups.
 - Lead monthly, two hour trainings for clinical case managers on conducting therapeutic groups
 - Gather curriculum on specific types of groups and create a "group library" that clinical case managers and other coalition partners can access to ease implementation of groups
3. Support the implementation of the School Based Behavioral Health Initiative training plan.
 - Develop and coordinate trainings and forums for school-based behavioral health providers for the 2011-2012 school year
 - Develop a 3-year training plan for school-based behavioral health providers
 - Support roll out of long term, mental health consultation training institute
4. Develop model for start up of new school-based behavioral health programs and annual start-up of continuing programs.
 - Work with SBBH Initiative staff to understand start-up challenges, strengths and possibilities
 - Develop protocol for start-up of new programs
 - Develop protocol for annual start-up of continuing programs, to help providers manage significant changes such as teacher and administrator turn-over, school reorganization, and newly adopted school-wide initiatives.

Term of Contract: November 1, 2011 through June 30, 2012

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QUALIFICATION REQUIREMENT

Vendor Minimum Qualifications

- Vendor shall have a minimum of five years of experience providing behavioral health services in schools; a minimum of three of which must be in a school-based health center.
- Vendor shall have significant experience providing and coordinating trainings for behavioral health service providers working in a school setting.
- Vendor shall have knowledge of the educational system and how health providers and schools can work together in an integrated fashion.
- Vendor shall demonstrate the capacity to develop models of practice, and effectively communicate these models orally and in writing.
- Vendor shall possess all permits, licenses and professional credentials necessary to perform services as specified in the scope of work.

Guidelines for submission of bids

Interested agencies should submit their Qualifications in the following proposal format, no more than three pages (twelve point font).

1. **Understanding of Need** – Demonstrate your understanding of the needs/program
2. **Qualifications** - Describe your qualifications to successfully fulfill the obligations of the contract.
3. **Approach** - Describe your approach and process for conducting the activities in the scope of work
4. **Costs** - Please complete the attached budget form and explain your proposed budget in a brief narrative

SECTION 5: CRITERIA FOR SELECTION

The criteria by which each response will be judged are as follows:

1. **Applicable experience** – The extent to which applicants demonstrate a depth of relevant experience in the field of behavioral health services in schools, training and the provision of School Health services.
2. **Demonstration of understanding** – The extent to which the applicant communicates an understanding of the intent, components and process of mental health consultation in a school setting.

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3. **Applicable approach** – The extent to which the applicant describes a coherent and effective approach to planning for, managing and implementing the tasks described.
4. **Fit with Alameda County School Health Services** – The degree to which the applicant's approach and values are consistent with that of the School Health Services Coalition Strategic Plan.
5. **Cost** – Should be reasonable, well justified, and should not exceed \$100,000

SECTION 6: OTHER INFORMATION

1. No response will be considered for award unless submitted in full by mail AND electronically on or before **September 23, 2011 at 5:00 pm** to:
Alameda County Health Care Services Agency
Attn: Connie Yale
1000 San Leandro Blvd.,
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Electronic submissions must have a time and date stamp that meets the deadline.
Electronic submissions should be sent to:
Lisa.Varhuus@acgov.org
2. Specifications are carefully prepared describing the services desired. If necessary, an appropriate addendum will be issued to all applicants stating revisions, deletions, or additions to be made to the specifications as a result of any inquiries.
3. Alameda County Health Care Services Agency School Health Services reserves the right to reject any and all responses and to waive any informality or irregularity that does not have a monetary consideration when it is in the best interest and advantage of SHSC to do so. A discrepancy which offers a bidder an unfair advantage to will cause the bid to be disqualified.
4. In instances where an exception is taken to the RFP/Q that does not meet the minimum requirement, the bid will be disqualified.
5. SHSC shall require indemnification on behalf of itself and Alameda County entities with which it enters into agreements. In addition SHSC requires proof of general liability insurance, workers compensation insurance, and evidence of organizational or individual travel insurance.

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APPENDIX A

Project Budget Form

Description of Services	Hourly Rate	Number of Hours	Subtotal
Total			

Project Budget Form