



**ECKERD CONNECTS COMMUNITY ALTERNATIVES
(A D/B/A FOR ECKERD YOUTH ALTERNATIVES, INC.)**

**COMMUNITY-BASED CARE LEAD AGENCY FOR
CIRCUIT 6-PASCO AND PINELLAS COUNTIES
CIRCUIT 13-HILLSBOROUGH COUNTY**

REQUEST FOR INFORMATION

#ECA-RFI-RGC

To Provide Specialized Residential Group Care Services

Circuit 6 and Circuit 13

Hillsborough County

Pasco County

Pinellas County

Table of Contents

I. Statement of Need 3
II. Intent of Request for Information (RFI) 3
III. Contact Person 4
IV. Schedule of Events and Deadlines 4
V. Residential Group Care Authority 4
VI. Acceptance of Responses..... 4
VII. Mandatory Criteria 4
VIII. Written Response..... 5

I. Statement of Need

Eckerd Youth Alternatives, Inc. D/B/A Eckerd Connects Community Alternatives (“ECA”) is the Community-Based Care Lead Agency in Circuit 13 effective July 1, 2012 under Master Agreement #QJ3E0 and in Circuit 6 effective July 1, 2014 under Master Agreement #QJ511.

In accordance with the Master Agreements noted above, ECA is seeking information for the delivery of Specialized Residential Group Care Services that supports a program that is innovative, responsive to the Lead Agency and DCF, efficient, cost effective, and will meet applicable Federal, and State requirements for the provision of services.

Hillsborough, Pasco, and Pinellas Counties experience some of the highest removal rates in the State of Florida resulting in a high need for available beds for youth with high acuity level behavior. Specialized Residential Group Care Services shall be designed for children who have been removed from their homes as a result of abuse, neglect or abandonment and who present with challenging behaviors and a history of placement disruptions. The children may have a history of challenging behavior that affects their well-being, safety and permanency plans or that places them at risk of disruption of their out-of-home care placement. These behaviors may place the child not only at risk of placement disruption, but interfere with their ability to function across various social settings and potentially places them at risk of law violations or institutionalization.

The major program goals of the Specialized Residential Group Care Services include, but are not limited to:

- A. To provide room, board, care and daily supervision while ensuring that each child's safety and well-being is protected for children entering the foster care system and youth who have disrupted previous placements; engaged in chronic runaway behavior; and/or who are dually served, or are at risk of becoming dually served, by the Department of Juvenile Justice (DJJ).
- B. To ensure that service planning is individualized, integrated, and consistent with each child's case plan and permanency plan goals.
- C. To ensure that each eligible child receives independent living services, employability skills and training to help prepare him or her for self-sufficiency.
- D. To assess the behavior health needs of the children referred, provide wrap around services, stabilize the children in the current placement, and successfully transition the children to lower levels of out of home care or to permanency.

II. Intent of Request for Information (“RFI”)

This RFI is issued solely for information and planning purposes; it does not constitute a Request for Proposal, applications, proposal abstracts, or quotations. This RFI does not commit Eckerd Connects to contract for any services or make a grant award. Further, Eckerd Connects is not seeking proposals through this RFI and will not accept unsolicited proposals. Respondents are advised that Eckerd Connects will not pay for any information or administrative costs incurred in response to this RFI; all costs associated with responding to this RFI will be solely at the interested party's expense. Not responding to this RFI does not preclude participation in any future procurement, if conducted. It is the responsibility of the potential respondents to monitor this RFI announcement for additional information pertaining to this requirement. Respondents should not include any information that might be considered proprietary or confidential. This RFI should not be construed as a commitment or authorization to incur cost for which reimbursement would be required or sought.

III. Contact Person

The designated “single point of contact” for this RFI is:

Name:	Jason Thomas
Title:	Director of Contract Management
Address:	9393 N. Florida Ave., Suite 1100 Tampa, FL 33612
Phone:	813-225-1105, ext. 1249
Email:	jthomas@eckerd.org

IV. Schedule of Events and Deadlines

ACTIVITY	DUE DATE	TIME	LOCATION
A. RFI posted on the Eckerd Connects website.	3/20/18	5:00 PM	http://www.Eckerd.org
B. Deadline to submit Responses. <u>Must be submitted electronically to the proposal contact listed in the RFI in a sealed container and adhere to RFI mandatory criteria.</u>	4/16/18	5:00 PM	Hard copy only: Jason Thomas, Director of Contracts jthomas@eckerd.org Proposals submitted past the established deadline will not be accepted.

V. Residential Group Care Authority

The Specialized Residential Group Care Services are pursuant to Florida Statutes, Florida Administrative Code 64C-14, all applicable Federal Laws and any specified ECA policies and procedures, while ensuring each child’s safety, well-being and permanency.

VI. Acceptance of Responses

All responses must be received by ECA, addressed to the RFI Contact Person, named in Section III., on or before the following date:

April 16, 2018

5:00 pm Eastern Standard Time

No changes, modifications or additions to the responses submitted will be accepted by or be binding to ECA after the deadline for submitting proposals has passed.

Responses not received as specified will not be accepted.

VII. Mandatory Criteria

Authorization: Responses must be submitted in the legal entity name of the agency or organization, or an authorized representative. Responses submitted must be signed by the corporation officer/representative

authorized by the organization. A copy of such authorization must be submitted to ECA with the proposal (Attachment A). Each bidder must complete and submit all items referenced in the RFI.

A. Face Sheet: All responses must include a face sheet, and must identify the following:

- Name of Organization
- Name of RFI contact person and title
- Address
- Telephone number
- Facsimile number
- E-mail address
- Proposed annual budget amount
- Signature – The proposal must be signed by the officer/representative authorized by the organization, as listed in Attachment A.

B. Order of Documents: All proposals must be in the following order:

1. Face Sheet page (do not number)
2. Table of Contents page (do not number)
3. Proposal Format response (maximum of 30 pages)
 - a. Programmatic Proposal
 - b. Outcomes
4. Exhibits (from Respondent – not mandatory, as listed in the RFI)

VIII. Written Response

A. Programmatic Response. All responses in this section should be consistent with the information provided below in the sections labeled, “Circuit Overview & Program Objectives.”

Provide a general overview of the service delivery structure based on I. Statement of Need and “Circuit Overview & Program Objectives.” List and describe all service components to be provided as follows:

1. What are the frequency, duration, staff structure and ratios, and staff competency/ability necessary to successfully operate the program designed for the population identified? Please also provide information on structure for the supervision of program.
2. What are the minimum professional qualifications and certification, if applicable, for each position?
3. What program design would meet the criteria of “*Circuit Overview and Program Objectives*” to include but not be limited to:
 - a) Residential needs
 - b) Education needs
 - c) Substance Abuse needs
 - d) Behavioral Health Needs
 - e) Behavior Management
 - f) Independent Living Skills
 - g) Services to be provided
 - h) 24/7 availability for placement in the program
4. Proposed budget (Attachment B) based on services provided to a total of twelve (12) children, including six (6) males and six (6) females.

Circuit Overview & Program Objectives

1. Client Eligibility

Services shall be designed to benefit children as identified in Section I. Statement of Need. The identified client eligibility for the Specialized Residential Group Care Services is as follows:

- a) Children who are referred by ECA that meet the determined admission criteria
- b) Dependent children under the jurisdiction of the Thirteenth (13th) Judicial Circuit in Hillsborough County, FL and the 6th Judicial Circuit in Pasco and Pinellas Counties, FL
- c) Children between the ages of 10 and 17 years of age
- d) Children may have significant DJJ involvement which may include but not be limited to higher level felonies such as Battery, Sexual Battery, or Possession of a weapon
- e) Children may have an Axis I or Axis II diagnosis, be prescribed psychotropic medication, and have a significant Crisis Unit admission history within the past year
- f) Children may be awaiting recommendation for higher level of care or may be unable to be placed in a Therapeutic Program due to behavior concerns and limited resources for teen beds within Specialized Therapeutic Care
- g) Children may have a history or current substance dependence of substances such as Crack Cocaine, Heroin, Prescription Pills, etc.
- h) Children may be confirmed Commercial Sexually Exploited Child (CSEC) victim
- i) Children may have a history of runaway behavior and may have a history of attempted recruitment
- j) Children may require a Placement Agreement pursuant to CFOP 170.11 regarding sexual history that may require room restrictions such as frequent bed checks, line of sight supervision, or no room share
- k) Children convicted as a sexual predator shall be considered on case by case basis and assessed by licensed clinical therapist within 24 hours of admission to determine suitability for placement in program

Chronically medically complicated Children shall not be accepted.

2. General Service Tasks

Services must be designed to be provided through evidence based programming built on the guiding philosophy of Trauma Informed Care in order to assess, stabilize, and transition youth referred to the program to a lower level of care.

In order to achieve placement stability, services must be designed to work under a no eject/no reject policy, not denying the admission or disrupting the placement of children referred to the program who meet the eligibility as identified above.

In addition to the requirements to operate as a residential Group Care facility as required in Florida Administrative Code 65C-14, the Respondent must include the following in their response:

- a) Increase in staffing ratios on all shifts
- b) Assessment and Treatment Planning based on the child and family's strengths and challenges in order to build a treatment plan to optimize the strengths while working to overcome the challenges

- c) Provision of physical health, mental health and behavioral health services as identified in the strength based needs assessment
- d) Case Management services to ensure frequent communication with the child's assigned Dependency Case Manager and to facilitate Multi-Disciplinary Treatment (MDT) team meetings

B. Performance Outcomes and Quality of the Services

The Respondent will describe a sound and thorough approach to outcomes and performance measures as part of the response submitted. The Respondent should review state and federal outcomes and research related to child safety, permanency, and well-being. Outcomes and performance measures should include but not be limited to:

- a) Abuse and neglect during service provision
- b) Placement stability during service provision
- c) School attendance during service provision
- d) Runaway behavior during service provision
- e) Placement stability following discharge from program
- f) Average length of stay
- g) Discharges resulting in step down to lower level of care

Note: Attachments A and B are available on individual forms, to be downloaded from the procurement section at www.eckerd.org. If you experience any difficulty in obtaining those forms, please contact Jason Thomas at jthomas@eckerd.org. Respondent is responsible for developing and submitting Exhibits.