



Request for Proposals

TRUEBLOOD PHASE 3
CONSULTANT SERVICES

RFP 2024-01TBCS

PART I Description of Opportunity

A. Key Dates

Release Date:	February 22, 2024	
Due Date:	March 7, 2024 Proposals must be received by 5:00 PM PST.	
Proposal Contact:	Kyle Dennehy, Assisted Outpatient Treatment Coordinator Phone: 360.999.6940 Email: kyle.dennehy@tmbho.org	
Timeline for Selection:	Question and Answers Period	February 22-February 29
	Proposal Review/Evaluation Period	March 7- March 14
	RFP Award Notification	On or after March 21
	Contract Negotiation and Execution	March 22-29
	Contract Executed (Estimated Date)	April 1, 2024
	Services Intended to Begin	
RFP Exhibits and Attachments	Not applicable	

B. Overview

Thurston Mason Behavioral Health Administrative Service Organization (TMBH-ASO) is seeking proposals for **Consultant Services** to support coordination of the Trueblood Settlement Agreement Phase 3 Programs, referred to within as Trueblood Phase 3. The Trueblood v. Washington State Department of Social and Health Services (DSHS) is a class action lawsuit which challenged unconstitutional delays in competency evaluations and restoration services for people detained in city and county jails. The state worked with Disability Rights of Washington (DRW) to develop a Trueblood Contempt Settlement Agreement, which establishes a plan to deliver an array of services for Trueblood class members and potential class members. Class members are defined as, “All persons who are now or will be in the future, charged with a crime in the state of Washington, and:

- Who are ordered by a court to receive a competency evaluation or restoration services through DSHS;
- Who are waiting in jail for those services; and,
- For whom DSHS receives the court order.”

This Agreement has a three-phase approach to the implementation plan, as regions implement at different times. This plan includes:

- Expanding residential mental health with crisis services;
- Providing additional training for jail staff and law enforcement; and,
- Hiring additional forensic navigators and mental health professionals to educate courts about the availability of supports that could meet the needs of individuals waiting in jail for evaluation and restoration services.

The implementation plan is now in Phase 3 and Thurston/Mason has been selected and must establish the following programs in the region:

- Forensic Housing and Recovery through Peer Services (F-HARPS);
- Outpatient Competency Restoration Program (OCRP); and,
- Forensic Projects for Assistance in Transition from Homelessness (F-PATH)

To prepare for this program implementation, TMBH-ASO seeks to obtain Trueblood Phase 3 Consultant Services for project coordination. The services will include providing trainings and facilitating meetings with stakeholders who have various expertise (behavioral health, healthcare, court, and law enforcement, among others), to ensure the key strategy of providing adequate access to behavioral health services for individuals experiencing a crisis to divert them from the criminal justice system is met.

TMBH-ASO is initiating this RFP consistent with existing procurement policy to:

- Provide fair and equitable treatment for those interested in bidding on TMBH-ASO Contracts or otherwise providing goods and services.
- Help guard against fraud and favoritism when awarding TMBH-ASO Contracts or purchasing goods and services.
- Advance the goal that TMBH-ASO Contracts are to be performed satisfactorily, efficiently at the lowest cost to the public, and that purchasing practices maximize the value received when spending public funds.

C. Eligible Parties

1. Proposals for Trueblood Phase 3 Consultant Services will be accepted by parties who have experience facilitating both virtual and in-person trainings and stakeholder meetings. Parties must use best practice approaches such as change management, trauma informed approaches, and motivational interviewing.

2. The Bidder must be able to provide services in compliance with:
 - a) TMBH-ASO’s Professional Services Contract, General Terms and Conditions;
 - b) TMBH-ASO’s policies, procedures, protocols, guidelines, and instructions provided or referenced herein, and any successors, amended or replaced.

D. Funding

Trueblood Phase 3 Consultant Services is supported through funding from the Washington State Healthcare Authority.

E. Contract

The successful Bidder will be expected to sign a contract with TMBH-ASO for the delivery of services they are awarded, which includes the General Terms & Conditions.

Thurston Mason BH-ASO is seeking Trueblood Phase 3 Consultant Services for the anticipated contract performance period defined in the table below.

Contract Renewal: TMBH-ASO may opt to renew the contract beyond the initial period of performance, as shown in the table below, and subject to continued availability of funding and satisfactory performance.

Please note, the dates below are estimated and may be adjusted, as necessary, in order to comply with procedural requirements associated with the RFP, contracting process, and funder specifications. The actual contract date will be established by a completed, approved, and fully executed contract. TMBH-ASO contracts require approval of the TMBH-ASO governing board and funding source approval may be required.

Period	Start Date	End Date
Period of Performance	4/1/2024	12/31/2024
Renewal Period #1	1/1/2025	6/30/2025

F. Number of Awards

TMBH-ASO anticipates making one (1) Trueblood Phase 3 Consultant Services award as a result of the Request for Proposals process.

G. Subcontracting

TMBH-ASO is seeking Trueblood Phase 3 Consultant Services that will be provided directly by the party applying for funding through the RFP. Applicants must be able to enter into a contract with Thurston Mason BH-ASO.

H. Expenses

RFP funding may be used for:

- Training/event hourly rate
- Basic office supplies for training and meeting facilitation
- Travel and accommodation costs

RFP funding may not be used toward any of the following:

- Leased space
- Vehicle purchase

I. RFP Questions

Questions about the Request for Proposals (RFP) can be emailed to inquiries@tmbho.org until February 29, 2024, at 5:00 PM PST. We will not be accepting calls about this RFP.

- Email address: inquiries@tmbho.org
- Recommended subject line: Trueblood Phase 3 RFP

RFP questions and answers will be posted on the TMBH-ASO website at <https://www.tmbhaso.org/notices-information> and will be updated each time a new question and answer is recorded so that all Bidders will have access to view questions and answers.

PART II Scope of Services

A. Services Overview

Trueblood Phase 3 Consultant Services will **coordinate and collaborate meetings** between multiple stakeholders across the region to develop strategies and align the continuum of care to divert individuals from the criminal justice system and address their shelter and housing needs. These Consultant Services require all partners to have relevant education and alignment around equity and trauma informed approaches of care. Stakeholders and partners include, but are not limited to:

- TMBH-ASO
- Medicaid Managed Care Organizations (MCOs)
- Washington Association of Sheriffs and Policy Chiefs (WASPC)
- Regional Law Enforcement
- Mobile Rapid Response Crisis Teams (MRRCT), including Co-Responder Teams
- Unhoused outreach providers

- Court system
- Behavioral health provider community

Trueblood Phase 3 Consultant Services will also **coordinate and collaborate change management training events** for multiple stakeholders across the region to address a paradigm shift in how individuals with Serious Mental Illness (SMI) are entwined in the criminal justice system. Facilitation of these trainings and events will require travel and accommodation costs for participation of rural stakeholders and partners.

The TMBH-ASO Assisted Outpatient Coordinator serves as the staff contact for the Trueblood Phase 3 Consultant selected through the RFP. With the assistance of the selected Bidder, TMBH-ASO will submit quarterly reports detailing the number of individuals attending events and trainings from each of the organizations/systems represented.

Overall, the RFP anticipates supporting Phase 3 implementation by securing Consultant Services to ensure successful intersection of the Trueblood Settlement Agreement programs in the region: F-HARPS, OCRP, and F-PATH.

B. Service Requirements

TMBH-ASO seeks a party who has demonstrated expertise in facilitating meetings and trainings utilizing best practice approaches such as, but not limited to:

- Change management training;
- Trauma informed;
- Diversity, equity, and Inclusion; and,
- Motivational Interviewing

The required activities are as follows:

- Conduct training events (virtual or in-person) based on stakeholder feedback with topics such as change management, trauma informed approaches, equity, and motivational interviewing for behavioral health system, court system, law enforcement and provider community.
- Facilitate conversations (virtual or in-person) between courts, law enforcement, prosecutors, District Attorney (DA), and Trueblood Settlement Agreement projects (maybe existing council or may need to be created). Ensure rural partners are included at their discretion.
- Provide Stakeholder communication/engagement (virtual or in-person) about Trueblood elements. Provide information on the type of questions or myths that exist within stakeholders and community members.

- Facilitate MCO/BH-ASO Care Coordination meetings (virtual and in-person) for specific element projects such as mobile Crisis and Co-responder coordination.
- Facilitate a coordination event between the jail transition programs, contempt fine projects and Trueblood Settlement Agreement projects and community stakeholders such as the Homeless Continuum of Care, PATH.
- Attend regular meetings with TMBH-ASO to discuss progress and implementation strategies.

PART III Proposal Submission

A. RFP Submission Requirements

Please submit the proposal in either a Word or PDF document. A complete proposal submission includes the following:

1. Proposal Narrative

All information must be presented in the same order and format as described in the RFP. There is no minimum or maximum page limit. The recommended font size for the proposal narrative is Calibri 12 with single paragraph spacing. TMBH-ASO encourages detailed, yet succinct responses that demonstrate the parties' experience and ability to perform the services described in the RFP.

Complete proposals are **due by March 7, 2024, no later than 5:00pm PST** and should be submitted by email to the address below.

- Email address: contracts@tmbho.org
- Recommended subject line: Trueblood Phase 3 RFP

B. Proposal Narrative

Please provide a response to the following items in the order presented:

1. Basic Information
 - a. Applicant Party's Name.
 - b. Address of Party.
 - c. Point of Contact for Proposal's Name, Title, Telephone Number and Email.
2. Funding Request

- a. TMBH-ASO has budgeted an amount not to exceed **\$157,500** for this project. TMBH-ASO may reject any proposal in excess of that amount. Any contract awarded is contingent upon the availability of funding.
 - a. Total amount of funding requested for the April 1, 2024 -December 31, 2024, period of performance for Consultant Services. Include in the request:
 - i. Hourly rate
 - ii. Basic office supplies for training and meeting facilitation
 - iii. Travel and accommodation costs
 - b. If awarded and renewed, anticipated amount of funding requested for the January 1, 2025 -June 30, 2025, time period for Consultant Services. Include in the request:
 - i. Hourly rate
 - ii. Basic office supplies for training and meeting facilitation
 - iii. Travel and accommodation costs
3. Experience
- a. Describe the party's experience and approach in facilitating meetings and training events, virtual and in-person, utilizing best practices.
 - b. Describe the party's experience coordinating and facilitating meetings/conversations with multiple stakeholders and partners such as the behavioral health system, courts, law enforcement, rural partners, and provider community.
 - c. Describe the party's experience working with stakeholders to develop strategies and align the continuum of care to create pathways to divert individuals from the criminal justice system and address shelter and housing needs.
 - d. Describe the party's experience in creating and submitting reports in a timely manner.
4. Approach to Services
- a. Describe the party's expected approach to recruit and retain stakeholders to participate in meetings to help address the behavioral health care and housing needs of vulnerable individuals who are Trueblood Settlement class members.
 - b. Describe which evidence-based practice(s) the party intends to utilize for training and meeting facilitation.
 - c. Define equity as it relates to engaging various community partners and how the party's strategies reflect this work.

Part IV Proposal Evaluation

A. Criteria for Selection

Proposals will be reviewed using the following criteria:

Criteria	Item	Points Available	Points Given
1	Approach to recruit and retain stakeholders to coordinate the Trueblood Settlement Agreement in the Thurston/Mason region	25	
2	Experience and approach facilitating meetings and training events, virtual and in-person, with multiple stakeholders and partners	20	
3	Experience working with stakeholders to develop strategies and align the continuum of care to create pathways to divert individuals from the criminal justice system and address shelter and housing needs	15	
4	Approach to evidence-based training and meeting facilitation	15	
5	Strategies to advance equity as it relates to engaging various community partners	10	
6	Funding request	10	
7	Experience creating and submitting reports in a timely manner	5	
Total Score		100	

B. Process for Selection

A team of local stakeholders will review all complete proposals submitted by the proposal due date. An interview may be requested.