



DUBOIS COUNTY COMMUNITY CORRECTIONS  
**REQUEST FOR PROPOSALS (RFP)**

**BEHAVIORAL HEALTH TREATMENT SERVICES FOR COMMUNITY OPIOID, STIMULANT, SUBSTANCE ABUSE PROGRAM**

PROJECT NAME: RISE THERAPUTIC COMMUNITY PROGRAM AT COMMUNITY CORRECTIONS  
PROJECT LOCATION-- 257 BRUCKE STRASSE, JASPER, IN 47546

**Introduction:**

The Board of Commissioners of Dubois County Indiana ("County" or "Owner) is seeking a Behavioral Health Treatment Services Provider (also known as Behavior Health Team (BHT), herein referenced as Provider) for the Therapeutic Community within Dubois County Community Corrections.

**Project Background and Description**

Dubois County contains no State licensed residential treatment facilities, furthermore, the prescription of Opioid Antagonists and Addiction Treatments are disproportionately low as well. According to 2021 Dubois County Court data, 51% of filed cases identified substance use or misuse in the charging information. In Dubois County, individuals typically wait at least 8-12 weeks prior to being able to be seen by the local community mental health center. This high need and lack of community resources results in a high arrest rate for people with substance use disorders. This results in a county jail that is serving as a treatment provider and a community supervision system that must find a way to help clients address unmet criminogenic needs that are exacerbated by a chronic behavioral health issue.

Given the significant need for behavioral health treatment services in Dubois County, in early 2020 the Dubois County Community Foundation developed a community collaboration ("the collaborative") focused on achieving the following result: "Individuals who encounter the justice system are able to re-engage with the community and be productive citizens." These results focused, data driven Collaborative has active participants from every criminal justice agency in the county, the community mental health center responsible for this region of the state, the local hospital, faith based and community-based organizations, policy makers, and employers. In examining data from across the system, they identified several items that impact the ability for re-entrants to be successful, with unaddressed behavioral health issues at the top of that list. The Collaborative has collected and analyzed data from across the Sequential Intercepts, designed interdisciplinary strategies to respond to the need for early identification and access to services, redesigned several parts of the system, and has set the stage for implementation of services across the SIM continuum.

As a by-product of the work of the Collaborative, Dubois County Community Corrections applied for a Community Opioid, Stimulant, and Substance Abuse Program federal grant to support mental health and behavioral health efforts at various intercepts of the justice system 1. Law Enforcement, 2. Community Supervision, 3. Re-Entry

Established in 1991, the vision for Dubois County Community Corrections (DCCC) is to “be a lead in the rehabilitation of program participants through an integrated and systemic approach to behavior change.” DCCC provides alternative sentencing options for the local court system. Using evidence-based practices and services, DCCC strives to reduce the rate of recidivism in Dubois County.

DCCC will be renovating their 102-bed work release facility to allow for separate housing pods for their residents. Two of these pods (one for males and one for females) will be designated as “Therapeutic Communities.” Therapeutic community intervention uses a group-based approach to rehabilitation in which peers support and influence each other to develop pro-social behaviors and work towards recovery.

DCCC has treatment program facilitators who deliver pro-social, cognitive behavioral programming to the DCCC clients. This programming will be delivered in a cohort model to residents in the Therapeutic Communities. The Behavioral Health Team will augment this programming with individual and group counseling sessions and peer recovery support services

### **Project Scope**

Evidence-based practices will be implemented in the Therapeutic Community (TC). Before recommending the individual to the TC, several assessments will be performed to determine TC eligibility.

Clients who are screened to be at moderate to high risk in substance use will be referred to the Behavioral Health Team (BHT) who will complete a full biopsychosocial assessment with American Society of Addiction Medicine (ASAM). Other assessments such as the Adults Needs and Strengths Assessments (ANSA), the Columbia Screening to assess for suicidality and risk, and the Adverse Childhood Experiences (ACES) to assess adverse childhood experiences may be used to identify needs. Other assessments may be used by the BHT if deemed necessary or is more appropriate. After the assessments, if the client is eligible, DCCC will give them the option to enroll in the TC.

Clients who are in the program will not be required to meet the DCCC work requirements until the BHT releases them to work.

Our evidence-based programs include, but are not limited to:

*-Residential Drug Abuse Program (RDAP)* through The Change Companies. The Residential Drug Abuse Program (RDAP) addresses criminogenic risk factors and substance using behaviors to meet the needs of residential substance use treatment programs. This program is for both men and women.

*-Seeking Safety* (men and women) works on interpersonal skills such as, Asking for Help, Honesty, Setting Boundaries in Relationships, Healthy Relationships, Community Resources, Healing from Anger, behavior topics such as, Grounding, Taking Good Care of Yourself, Red and Green Flags, Coping with Triggers, and cognitive topics, When Substances Control You, Recovery Thinking, Creating Meaning and Discovery.

*- Helping Men Recover and Helping Women Recover* integrates theories of psychological development, trauma, and addiction. Individual modules look at identifying triggers for relapse, relationships, spirituality, family origin domestic violence and trauma.

-Moving On is an evidence-based treatment models of relational theory and cognitive-behavioral therapy. It focuses on helping women to encourage personal responsibility and enhancing motivation for change, expanding connections, and building healthy relationships, skill enhancement, development, and maintenance, relaxation, and stress management skills.

-Inside Out Dad-This is a program that connects justice involved fathers to their families and to help improve their behaviors while still incarcerated. Developing pro-fathering attitudes and skills will help prepare fathers for their release. They will be given the tools needed to become more involved, responsible, and committed in the lives of their children which will provide increased motivation for them to get out and stay out!

-Matrix- this is a structured programming that consists of Early Recovery Skills, Relapse Prevention and Family Education.

Behavioral Health Provider will be responsible for receiving training/certification to facilitate curricula/ programs for the therapeutic community including but not limited to RDAP Interactive journals through The Change Companies, Seeking Safety, Moving On and any other program DCCC sees fit through collaboration with the Provider.

Behavioral Health Provider in conjunction with the BHT will also work directly with the National Alliance on Mental Illness (NAMI) to bring the Crisis Intervention Team Training (CIT) to Dubois County. The Dubois County Sheriff Department and Jasper Police Department have indicated they will participate in the CIT Training. This training is a specialized police curriculum that aims to reduce the risk of injury during an emergency interaction between persons with behavioral health issues and law enforcement. Emphasis is placed on understanding mental illness/substance abuse and incorporated the development of communication skills, practical experience and role playing. Through this training, law enforcement learns to identify signs, symptoms and how to use a range of stabilization and de-escalation techniques. The CIT training course requires 36-hour curriculum taught over 5 consecutive days and a 4-hour shadowing experience in a hospital crisis unit. It is anticipated that 10 officers/deputies will be trained each year. Dubois County will form a training team that goes through Train the Trainer with NAMI to sustain CIT training beyond this project period and provide the training to other local police departments in Dubois County.

The Behavioral Health Provider and Dubois County will also work with NAMI to establish a CIT Committee whose responsibility will be to customize the training for Dubois County and maintain the fidelity to the CIT international core elements.

The Provider may also provide co-response services for Law Enforcement in instances of crisis. Co-response engagements may include, but not limited to, follow-ups after a traumatic death, connecting survivors of domestic violence to community resources, making referrals to service providers for mental health, SUD evaluations, or connecting the person(s) to community-based services. Our goal is to divert low risk individuals from the criminal justice system and into treatment systems.

## **High-Level Requirements**

The behavioral health provider services must include the following:

- Understanding of Dubois County Criminal Justice system and local mental health treatment options
- Knowledge of best practices within the justice system and treatment for SUD with an emphasis on integrating best practices into operations
- Familiarity with Motivational Interviewing in a treatment setting, particularly with resistant populations

## **Deliverables**

Facilitation of evidence-based practices and programs will be done individually and/or a group setting as needed or directed by the COSSAP Project Manager. Assessments of individuals and groups will be completed on an as needed basis, and Providers will utilize in-house record keeping maintaining detailed case notes and program attendance.

## **Affected Business Processes or Systems**

DCCC will offer the Provider up to 35 hours per week of office space within the DCCC facility for up to 4 staff members.

Continuous Quality Improvement (CQI), the process of collecting, analyzing & using data to improve the quality of services or products on an ongoing basis, will be performed by the COSSAP Project Manager and CQI Specialist quarterly or as needed for the duration of the grant period and beyond.

## **Specific Exclusions from Scope**

Due to the construction and renovation of the Dubois County Community Corrections Facility, the project will be executed in steps. The following dates are approximate and could be modified at any time.

September 2022- November 2023- While in our temporary location (new jail) our goal is to set up the policies, and procedures for the TC. Participants will complete case management sessions, group and individual therapy and be introduced to the evidence-based curriculum. We are looking to serve 15 individuals during his time.

November 2023 until October 2024 (or until no cost extensions are complete)- full roll out of policies, procedures, case management sessions, group and individual therapies, evidence-based curriculum to the Therapeutic Community. Services will be provided to men and women.

Community Corrections will support the cost for workbooks, and educational and office supplies as needed.

## **Implementation Plan**

Community Corrections is seeking to contract with a Behavioral Health Provider who will facilitate the work mentioned above. This work would ideally be completed by a licensed clinical professional ( or more) and a peer recovery specialist. The Provider may choose to bill the agency for service or establish an annual rate for a pre-determined number of hours and may also bill Medicaid, Recovery Works, or private insurance as able. A maximum amount for project implementation has been pre-determined by the federal COSSAP grant.

The Behavioral Health Team would be employed through the behavioral health Provider and would have office space within the TC at Dubois County Community Corrections.

Classes, programs, and therapies will be held Monday-Friday, excluding Federal Holidays, between the hours of 8am-4 pm. One late night to accommodate After Care participants is recommended.

## **High-Level Timeline/Schedule**

The grant will be applied September 2022 through October 2024, or until no cost extensions are complete. We intend to work with the behavioral health Provider to develop a sustainability plan for long term success.

## **Additional Proposal Requirements:**

All Proposals must contain:

### **1. Project Experience**

- a. Description of a minimum of two (2) relevant substance use disorder or Community Corrections projects most like this project and scope of work.
- b. Include related images, descriptions, cost estimates vs. final cost information and project information.

### **2. Agency Information**

- a. A brief description of the provider's history, ownership, and organizational structure.
- b. Facilities Information, including office location and contact information.
- c. Name of person authorized to execute agreements on the provider's behalf for this project.
- d. References – Contact information for a minimum of three (3) clients for whom the provider has performed similar work; include the necessary contact information for the reference agency/company.

### **3. Team**

- a. List of proposed personnel for this project and their assigned role on the project (if known or applicable).

- b. Attach key personnel resumes and similar project experience (if available or applicable).
  - c. Identify any consulting firms to be a part of the Behavioral Health Team on this project and describe their successful collaboration with your agency.
  - d. Identify with particularity all behavioral health entities and/or criminal justice entities your agency has collaborated with successfully on similar projects.
- 4. Scope of Services** – Explain your process, scope of services, and project deliverables for the entire project, along with a timeframe for each deliverable item. This should be based on the Scope of Work described above.

Feel free to propose a different process that may provide a better outcome for the project. If so, explain the benefits.

- 5. Contracts** – A copy of the standard agreement used by the Provider for projects of this nature.
- 6. Insurance** – Detailed description of the limits of insurance coverage the Provider maintains relevant to the project, and evidence of the ability to procure payment for sustainability of the project.
- 7. General Information:**
  - a. Conflict of Interest – Disclose any potential conflicts of interest that the Provider may have in performing the requested services for the project.
  - b. Statement of assurance that the Provider is not currently in violation of any regulatory rules or regulations or the subject of litigation that may have an impact on the Provider’s operations.
  - c. Any other information that may help the County evaluate the proposal.

**Proposed Selection Timeline:**

The County, in collaboration with Dubois County Community Corrections, will select the Provider following its proposal review and any interview process. The proposed schedule for the proposal review, notification, and interview is as follows:

Proposals deadline:	December 22, 2022, at 8:00 a.m. ET
Begin review of proposals, rank finalists, and interviews as deemed necessary:	December 27, 2022
Select Behavior Health Team:	On or before January 6, 2023

**Evaluation Criteria:**

Final Proposal evaluation and Behavioral Health Provider selection may be based on, but not limited to, any or all the following:

- 1. Proven qualifications and project experience in conducting similar projects.

2. Demonstrated track record of working with justice-involved populations, county entities, and other stakeholder groups.
3. Quality of information presented in the proposal.
4. References.
5. The proposer's fee proposal for the project.
6. Other factors determined to be in the best interests of the County and the local justice system.

The Dubois County Board of Commissioners reserves the right to reject any and all proposals, to call for new proposals, to waive any irregularities in the proposals if deemed to be in the best interest of the County, negotiate changes in the scope of work or services provided or portions thereof, and to select the proposal that is considered to be most advantageous to the County. The lowest fee may not necessarily be the most acceptable for the project; the Commissioners shall base its award criteria upon multiple factors, not solely upon cost factors.

The Community Corrections will review each firm's submittal and rank each firm to determine the top candidates. Providers may be interviewed as deemed necessary to determine the Provider that is the best fit for the project.

The final selection shall be made at the sole discretion of the Board of Commissioners, with a recommendation from Community Corrections. The Commissioners may request additional information from proposers or request personal interviews with one or more proposers.

**Contract Negotiations:**

Dubois County Community Corrections will negotiate the terms of a contract with the selected Provider, with final approval by the Dubois County Commissioners. If an agreement is reached, the Provider will enter into a written contract and will perform all work pursuant to that contract. The RFP response does not constitute an agreement or contract with the Dubois County Commissioners.

**Cost of Preparation:**

All costs associated with preparation of a proposal shall be borne by the interested Provider. The County shall not be liable for any costs incurred by the proposer for the preparation and production of the proposal or for any work performed prior to the execution of a contract.

**Procedure for Submission:**

Providers wishing to be considered shall submit the reply to this RFP via email to Alison Neal at [ahneal@duboiscountyin.org](mailto:ahneal@duboiscountyin.org).

Proposals will be received at the above email address until 8:00 a.m. (Eastern Time) on December 22, 2022. Proposals sent by mail should allow sufficient delivery time to ensure receipt by the deadline.

By submitting a proposal, the PROVIDER agrees to waive any claim it has, or may have, against the Dubois County Commissioners and its agents or representatives, and their respective employees, arising out of, or in connection with, the administration, evaluation, or recommendation of any proposal; waiver of any requirements under the proposal documents or the contract documents; acceptance or rejection of any proposals; and award of the contract.

**Non-Responsive Proposals:**

A Provider that fails to respond to any request for information may be deemed non-responsive and its proposal may not be considered for the award.

**Rejection of Proposals/Termination of Process:**

The Dubois County Commissioners reserves the right (a) to terminate the proposal process at any time; (b) to reject any and all proposals; (c) to change the schedule and dates; and (d) to waive formalities and minor irregularities in the proposals received. The Dubois County Commissioners reserves the right to conduct a pre-award survey of any Provider under consideration to confirm any of the information furnished by the Provider or to require other evidence of managerial, financial, technical, and other capabilities, the positive establishment of which is determined by the Dubois County Commissioners to be necessary for the successful performance of the contract. The Commissioners further reserves the right to cancel or amend this RFP at any time and will attempt to notify recipients accordingly.

**Questions:**

All interested parties should contact COSSAP Project Manager Alison Neal, 257 Brucke Strasse, Jasper, Indiana 47546, (812) 481-2440 ext. 2293, [ahneal@duboiscountyin.org](mailto:ahneal@duboiscountyin.org) to discuss questions, comments, or concerns. Deadline for questions is December 19, 2022, at 4:00 p.m. Eastern Time.

**Hours of Business:**

Monday – Friday; 8:00 a.m. – 4:00 p.m. Eastern Time

**Policy:**

The Dubois County Board of Commissioners is an equal opportunity employer. The Commissioners do not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. The Commissioners expect its chosen Behavioral Health Provider to comply with these standards.

**Public Records:**

Provider acknowledges by submitting a proposal that any and all information may be subject to the Public Records law of Indiana.

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