

REVISED

RFP #A9017

Ideas, Innovations or Efficiencies in the Adult Mental Health System

I. Introduction and Background

The purpose of this document is to provide interested parties with information to enable them to prepare and submit a proposal and to inform them of basic requirements that the County uses as part of its standard contract process. *Your proposal should include the completed City-County Consolidated Application or County Short Form Application and information requested in Section III below.*

Standard contract requirements concerning Affirmative Action, the Americans with Disabilities Act, the County's Living Wage ordinance, contract termination and modification, etc. are included in the County's boilerplate contract. This contract is subject to change. For further information you can view a copy of the contract on our website at:

<http://www.danecountyhumanservices.org/becomeprovider.htm>

Contracts with the Department of Human Services limit administrative costs/expenses to a 15% ceiling.

II. Scope of the Project:

A. Project Description:

Dane County Human Services, Adult Community Services Division, Mental Health Section, is requesting proposals with ideas, innovations, or efficiencies for the adult mental health system, that have the potential to do one or both of the following:

- reduce expenses in medication, psychotherapy, case management, residential, inpatient, diversion, day or vocational services or
- enhance existing services without incurring an increased cost to Dane County.

B. Objectives:

Ideas, innovations or efficiencies must relate to the adult mental health system and must be recovery oriented. They may include new services or changes to existing services. Ideas may include but are not limited to the following: peer support programs; safe, secure, supervised residential programs; day services; consumer assistance with basic needs; or methods to operationalize different types of diversion strategies.

C. Needs/Expectations:

There is no specific budget for this RFP. The cost of the new idea, innovation or efficiency should be offset by either new revenues or savings generated by implementing the new idea, innovation or efficiency. Proposals will be examined for both the amount of requested funding in relation to over-all savings to be achieved and the length of time to achieve those savings.

D. Current Operations:

N/A

- E. Maximum funding available for this project is - Funding for projects has not been determined. Funding will be determined based upon the cost effectiveness and cost efficiencies. (See above Section II.C).

The County reserves the right to reject any and all proposals and to negotiate the terms of the contract, including the award amount, with the selected proposer prior to entering into a contract. If contract negotiations cannot be concluded successfully with the highest scoring proposer, the County may negotiate a contract with the next highest scoring proposer.

III. Request for Information in addition to the Application form (required):

- A. New applicants to a program are required to submit 3 references. References should be specific to the service offered. References should be from agencies you have done business with or those with whom you have collaborated.
- B. Collaborative Relationships: Describe any significant collaboration with other agencies/institutions that routinely contribute to your program's success. Include agencies that formally refer clients, provide complementary services or with which you have contractual agreements or share resources.
- C. Quality Assurance and Improvement: What mechanisms or processes are you using to assure the achievement of the outcomes you have identified under "Program Activities"?
- D. Additional Information: Describe how your ideas, innovations or efficiencies will affect consumers with high needs, such as individuals with a Chapter 51 or 55 court order, consumers who present risks to themselves or other community members and/or consumers with extremely limited financial supports.
- E. Additional Pages: Up to 5 pages of additional narrative are permitted.

IV. Evaluation Criteria. Scoring from the consolidated application is as follows:

Program Activities (Consolidated Application, Program Description, p. 3, E. or County Short Form Application, p. 2)	40%
Quality assurance and quality improvement practices (RFP Section III. C.)	20%
Experience and qualifications (Consolidated Application, Organizational Profile, p. 1 or County Short Form Application, p. 4)	20%
Program budget (Consolidated Application or County Short Form Application, Appendix A.)	10%
Additional Information (RFP Section III. D.)	10%

V. Contact Information: Please register your interest in this proposal with the contact person below. This will facilitate any additional information sharing with all interested parties. For clarifications or questions concerning this application, this is your contact.

Contact: Mary Grabot
Phone: 608-242-6484
E-Mail: grabot@co.dane.wi.us

VI. Timeline

Consolidated Application Workshop and date of issue of the application:

May 1, 2008
2:00 PM to 3:15 PM
Warner Park Community Center
1625 Northport Drive

May 2, 2008
9:00 AM to 10:15 AM
Madison Senior Center
330 W. Mifflin Street

Application due from vendors: June 6, 2008, 12 noon
Notification of intent to award (est.): July 30, 2008

Your completed proposal should include the following:

- 1) A completed County Short Form application**
- 2) Additional information requested in Section III above.**

Submit your completed proposal to:
Dane County Human Services
Attn: RFP #A9017
1202 Northport Drive
Madison, Wisconsin 53704

Proposals are due no later than June 6, 2008, 12 noon.