

LEHIGH COUNTY
DRUG AND ALCOHOL PROGRAMS
REQUEST FOR PROPOSALS
for
Mobile Engagement Services (MES)

GENERAL INFORMATION FOR APPLICANTS

GENERAL

Lehigh County Drug and Alcohol invites qualified agencies to submit proposals for MES. Proposals are due on or before February 26, 2024. They can be submitted electronically to Joe Martellucci at JoeMartellucci@lehighcounty.org or by mail to:

Joe Martellucci
Lehigh County Government Center
17 South 7th Street
Allentown, PA 18101-2401

Please note, if you are submitting by mail, you must allow adequate time for delivery. Only proposals received by the deadline will be considered. Lehigh County is not responsible for lost or misdirected mail.

Lehigh County reserves the right to reject any or all RFPs or parts of RFPs. Awarding of any contract is the sole decision of the Single County Authority and Lehigh County and is contingent upon the availability of Federal, State and Local funds.

Submissions will be accepted from qualified vendors until the close of business on February 26, 2024. A qualified agency is one that:

- Is in good standing with all existing contracts held
- Has not been removed as a Medical Assistance provider for cause
- Is willing to work with identified entities to secure funding if necessary
- Proposes a program that meets identified goals and can clearly define how proposed elements will be operationalized
- Can employ and train staff as needed within the scope of the program description
- Can participate fully in required implementation meetings, collection of outcomes and assessment of outcomes

All proposals should contain:

- A completed cover sheet with appropriate signatures and a point of contact for questions.
- Completed narrative and work statement.
- Proposed budget.

INTRODUCTION

Our treatment and recovery support providers are vital tools for ending the opioid epidemic. Each year, hundreds of Lehigh County residents achieve recovery with their help. Yet hundreds more do not. Whether systemic, motivational, clinical, or other factors play a role, it's clear there remain gaps in the treatment system.

Many clients prematurely end treatment with most returning to active use. Often, a client actively using substances does not present to office-based care until an adverse event leads them to return. By that time, they often need inpatient care again. The SCA believes the rise of fentanyl and xylazine have made the risks of waiting until a client is ready for a sustained residential admit is unacceptably high.

For those people who don't respond to or access traditional drug and alcohol services a new approach is needed, one that focuses more on interventions into the drivers of the client's substance use and lack of engagement in treatment. Traditional treatment providers in the substance use field are almost exclusively office-based. When a client stops attending, they are often more in need of intervention and support. Much of the time providers must simply wait until the individual re-presents for treatment again, usually when a higher level of care is required.

Outreach services generally utilize peer or other supports, are shorter term, and not always focused on working with the other systems in the client's life. Both outreach services and clinical services often miss the window of opportunity to intervene alongside the client as problems unfold or early relapse after treatment occurs.

Within Lehigh County, there is no current long-term, community-based intervention services model. The mental health system has long had these community-based models in their arsenal of tools. The SCA believes it is time for the substance use treatment system to develop these tools and end a large, systemic gap clients repeatedly fall through.

Mobile Engagement Services can include elements of case management and robust clinical care, but the model differs from both.

- Like Case Management, there can be linkage to services, but often involves working alongside the client step-by-step as they navigate entering those services outside of the office.
- Like therapy, MES work entails a broad array of motivational and other interventions.
- Similar to counseling, yet different from most Case Management, MES works with families and other systems (e.g. probation, housing, supported employment, office-based treatment, etc.) that are involved with the client.

There is a Mobile Engagement Services (MES) model operating in other counties that:

- Is community-based, not office-based.
- Engages families and other supports alongside the client.
- Offers ongoing, longer-term care to clients.
- Follows clients whether or not they are actively involved in the treatment system.
- Focuses in motivational, stabilization, and monitoring functions.

This model focuses on motivational, harm reduction, and systems-based interventions that move the individual toward recovery and stabilize crises. The ultimate goal is to engage the client long-term within their community, family, and other systems and work with those systems to build long-term recovery. This table should help more fully describe how MES has similarities and differences with other models.

	MES	Treatment	Outreach
Services are office-based.	No	Yes	No
Meet client at home, community, at programs, etc.	Yes	No	Yes
Crisis Response	Yes	Not always	Not always
Interventions happen as a situation occurs or at the time of need	Yes	Not usually	Not usually
Family, probation, employer, other providers, etc. are a consistent part of sessions	Yes	Sometimes	Not usually
Active with client despite their involvement in treatment, works with treatment provider	Yes	N/A	Not usually
Long-term, follows client regardless of treatment status	Yes	N/A	Not usually
Case coordination, referral to programs to meet treatment and non-treatment needs	Yes	Yes	Yes
Can offer harm reduction	Yes	Yes	Yes

This request for proposal (RFP) provides interested applicants with information, forms, and instructions to prepare and submit Proposals for consideration by Lehigh County Drug and Alcohol (SCA) for the coming two Fiscal Years. The SCA seeks proposals from providers interested in developing mobile substance use services as described above. Submissions should be developed with a primary focus on creating mobile, long-term, community-based care.

RFA is for 1 FTE MES staff person with at least a bachelor's degree along with support staff and supervision time. Estimates for both support and supervision costs should be part of the budget proposal. The SCA anticipates that a second MES worker will be added when the data supports it.

Because Mobile Engagement Services are new to Lehigh County and there are nuanced differences between MES and other types of programs, we *strongly* advise interested parties attend the scheduled ZOOM Question and Answer Session on February 2, 2024 at 1 PM. If you are interested in attending, please e-mail Joe Martellucci (joemartellucci@lehighcounty.org) or Molly Stanton (mollystanton@lehighcounty.org).

SELECTION CRITERIA

Proposals will be reviewed and judged considering the following factors:

1. timeliness of submission and response to follow-up inquiries
2. inclusion of all required documentation
3. accuracy and soundness of budgetary/financial data
4. demonstrated ability to provide services
5. provision of effective evidence-based programs
6. measurable goals and objectives based on Local, State or National benchmarks

Proposals will be reviewed to select the programming most appropriate to the needs. Agencies that receive an allocation will be notified and a contract will be issued.

CONTRACT

In the event the RFP is accepted, the applicant agrees to assume responsibility for the provision of all services offered in the proposal by April 1, 2024 and to maintain all aspects of the contracted agreement and subsequent amendments throughout the designated period which will most likely be 2 years. A copy of the standard contract format currently in use by each County is available upon request. The requirements regarding insurance, audits, human rights, etc. which would be incorporated into any final agreement are included in the contract's body or appendices.

INFORMATION REQUIRED FROM APPLICANTS

I. COVER PAGE

II. AGENCY DESCRIPTION (Limit Two Pages)

In the introduction, provide basic information about the agency and proposal.

The following information must be included:

- A. Length of existence; years licensed by the Department of Drug & Alcohol Programs, current license status.
- B. Mission and Philosophy Statement.
- C. Population(s) to be served, for example: Male/Female, Pregnant Women, Women with Children, Adults, Adolescents, Bilingual Spanish, etc.
- D. Statement of staff experience working with minorities. Include number of bilingual and bicultural staff.
- E. Major agency changes in function or service capacity that are anticipated in fiscal year, or have taken place this past year.
- F. A list and description of community (Lehigh County) based collaborations and partnerships that the agency is involved with and supported during the fiscal year 2023-2024 (i.e. School Justice Panels, School/Community Based Partnerships, collaboration with SADD, etc.). Also include if these will continue and if any new collaborations are being considered.
- G. Use of Interns. If your organization utilizes, on a consistent basis, Bachelors, Masters or Ph.D. level interns, please provide a description of the internship program, average number of hours of the internships (annually) and if you would be willing to create with the SCA a plan to utilize part of the internship hours for treatment related services within our community.

III. SERVICE(S)/PROJECT(S) DESCRIPTION

In this section, describe in more detail:

Please describe how you plan to perform MES services in Lehigh County.

- B. Site(s) where services will be provided. At a minimum, include the location, hours of operation, space, accessibility to handicapped and proximity to public transportation.
- C. Goal(s) & Objective(s) in this section identify the measurable goals and objectives for each program, service, and/or level of care that is proposed. They must be based on Local, State or Federal Benchmarks. Local, State or Federal Benchmark in determining your agency goals and objectives must be referenced.
- D. Community Impact. In addition to treatment, intervention and prevention services – what impact, collaborations, and/or partnership is your agency actively involved or pursuing with community stakeholders? What opportunities are available (or opportunities that could be pursued) that you would want SCA assistance in developing?

IV. COST AND PRICE ANALYSIS - (if you have a contract in 23/24 Fiscal Year, skip this section)

A Budget Narrative must accompany application and provide a detailed explanation of staffing and other program costs. The budget for the first year is \$100,000 and the second year will be determined based on staffing and client ratio.

PROPOSAL EVALUATION CRITERIA AND RATING

Proposals will be evaluated by SCA staff and members of the SCA's Advisory Board using the following criteria:

	<u>POINT VALUE</u>
1. Soundness of Approach	0 - 35
a. Project Description	
b. Description of target population	
c. Statement of need	
d. Project outcomes	
e. Potential for success	
2. Overall Qualifications of the agency	0 - 25
a. Experience with this service	
b. Experience working with proposed population	
c. Experience coordinating community resources	
3. Qualifications of Individuals performing the service	0 - 20
4. Budget	0 - 20

**Proposals are due to the SCA by:
Close of business February 26, 2024**

If you have any questions please reach out to :

Joe Martellucci, 610-782-3556, joemartellucci@lehighcounty.org

Molly Stanton, 610-782-3558, mollystanton@lehighcounty.org