

REQUEST FOR PROPOSAL  
Allegany and Garrett County  
Local Behavioral Health Authorities  
Mobile Crisis Response and Stabilization Services (MCRSS)  
RFP No. 20230201  
**Addendum# 1**  
Issued: February 13, 2023

The above referenced solicitation is hereby amended as follows. Language being added or changed is highlighted.

*On the Title Page:*

**AMENDED DATE: 02/10/2023**  
**PRE-PROPOSAL INFORMATION MEETING: 02/27/2023 11:00 AM – 12:30 PM EST**  
**PROPOSAL CLOSING DATE: 03/27/2023 5:00 PM EST**

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*On Page 3, Key Information Summary Sheet:*

<b>Request for Proposals</b>	Mobile Crisis Response and Stabilization Services
<b>Solicitation Number:</b>	20230201
<b>RFP Issue Date/RFP Amended Date:</b>	02/01/2023; 02/10/2023
<b>RFP Issuing Office:</b>	Allegany & Garrett County Local Behavioral Health Authorities
<b>Contract Administrator:</b> <b>E-mail:</b> <b>Office Phone:</b>	Fred Polce, Jr. fred.polce@maryland.gov (301) 334-7443
<b>Proposals are to be sent to:</b>	Garrett County Health Department 1025 Memorial Drive Oakland, MD 21550 ATTN: Fred Polce, Jr.
<b>Pre-Proposal Information Meeting:</b>	February 27, 2023, 1:00 PM EST - 2:30 PM EST <b>PRE-PROPOSAL INFORMATION LINK:</b>  Meeting ID <a href="https://meet.google.com/zmx-hghs-idm">meet.google.com/zmx-hghs-idm</a> Edit Phone Numbers (US)+1 470-285-4443 PIN: 918 270 057# <a href="#">More phone numbers</a>
<b>Questions Due Date and Time</b>	February 20, 2023, at 5:00PM EST
<b>Proposal Due (Closing) Date and Time:</b>	March 27, 2023, at 5:00PM EST
<b>Contract Type:</b>	The Contract that results for this RFP shall be an indefinite quantity contract with fixed price.
<b>Contract Duration:</b>	Three-month base period through June 2023 with one (1) nine-month option period through March 14, 2024, and additional 2 one-year option periods based on funding.
<b>Primary Place of Performance:</b>	Allegany and Garrett Counties
<b>Federal Funding:</b>	Yes

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### ***On Page 4, Overview:***

The Allegany and Garrett County Local Behavioral Health Authorities (LBHA's) hereinafter known as the "County" unless otherwise stated, are issuing this **Amended #1 Request for Proposals (RFP) 20230201** in order to contract for an operator to implement, manage and administer Mobile Crisis Response and Stabilization Services (MCRSS) for adults, children, and families who are experiencing severe situational, emotional, or behavioral crises in Allegany and Garrett County. The County intends to make a single award as a result of this RFP.

### ***On Page 5, Eligibility Requirements:***

- The Offeror shall provide two (2) letters of reference for Mobile Crisis Response services that were provided for a minimum of (2) full consecutive years. In lieu of two full consecutive years of Mobile Crisis Response services experience, the Offeror shall provide two (2) letters of reference regarding their experience with providing community based behavioral health services and supports. Offerors that don't have two full consecutive years of Mobile Crisis Response Services experience, are required to complete Attachment 3 to provide a detailed explanation of providing services and supports which may include:
  - Relieving the immediate distress of individuals experiencing a crisis situation
  - Reducing the risk of individuals in a crisis situation from doing harm to themselves or others
  - Promoting timely access to appropriate care and services for those who require ongoing mental health or co-occurring mental health and substance use disorder services
  - Working to divert individuals in crisis from the hospital, emergency department, criminal justice system, and child welfare placements
  - Experience with stabilizing/maintaining current placement of individuals
  - Collaborating with a multidisciplinary care team
  - Integrating safety and crisis planning with community-based key stakeholders and updating plans based on changing needs
  - Providing a warm hand-off for additional behavioral health services and community supports
  - Experience working with existing public behavioral health providers to assist and collaborate on tele-behavioral health initiatives.
  - Experience with face-to-face, in-home/community, to support individuals with a mental health or substance use-related crisis
  - Providing immediate, short-term intervention utilizing evidence-based practices.
  - Delivering services and support to individuals, children, and families within the least restrictive, most normative environments that are clinically appropriate and culturally/linguistically responsive.
  - De-escalation strategies
  - Cultural linguistic competency
  - Trauma-Informed Care
  - Mandated Reporting Requirements
  - Implementing HIPAA requirements
  - Harm Reduction strategies
  - Reporting on data performance metrics and service utilization.
  - Partnering with private/public school systems regarding behavioral health services.

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**On Page 19, Proposal Deadline and Submission:**

Proposals for MCRSS shall be submitted by **5:00 PM on March 27, 2023.**

Submit proposals via mail, one copy of the Cover Page, all information from Proposal Instructions, including narratives and any applicable supporting documents with the subject line “Response to RFP # **20230201**” to:

Garrett County Health Department  
1025 Memorial Drive  
Oakland, MD 21550  
ATTN: Fred Polce, Jr.

Applications received after **5:00 PM on March 27, 2023,** will not be considered for review. Faxed or emailed applications will not be accepted.

**PRE-PROPOSAL INFORMATION MEETING**

A pre-proposal information meeting will be held via Google Meet on February 27, 2023, from 1:00 PM - 2:30 PM EST. To register for the Pre-Proposal Information Meeting, email [fred.polce@maryland.gov](mailto:fred.polce@maryland.gov) with the subject line “RSVP Pre-Proposal Information Meeting RFP # 20230201” by 5:00 EST on February 20, 2023.

**Page 20, Proposal Timeline:**

<u>STEPS TO COMPLETION</u>	<u>COMPLETION DATE</u>
Advertise/Email (RFP Addendum 02/10/2023)	02/01/2023 02/13/2023
RSVP DUE for Pre-Proposal Information Meeting *See instructions in the “Pre-Proposal Information Meeting” Section	02/20/2023; 5:00PM
Pre-Proposal Information Meeting	02/27/2023; 1:00-2:30 PM
Proposal Submission Deadline	03/27/2023; 5:00 PM
Review Committee Meeting	04/03/2023; 9:00 AM 04/04/2023; 9:00 AM
Letter of Award Disbursed	04/07/2023

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*On Page 22, Attachment1, Proposal Instructions:*

- 2. Offeror Expertise and Organizational Capacity:** Description of Offeror's expertise and organizational capacity to provide mobile crisis response services. Offerors that don't have two full consecutive years providing mobile crisis response services, are required to complete Attachment 3.

The Offeror shall provide two (2) letters of reference for Mobile Crisis Response services that were provided for a minimum of (2) full consecutive years.

In lieu of two full consecutive years of Mobile Crisis Response services experience, the Offeror shall provide two (2) letters of reference regarding their experience with providing community based behavioral health services and supports. For Offerors that don't have two full consecutive years, it is required to complete Attachment 3.

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*On Page 25, Attachment 3:*

**Attachment 3:**

**ALLEGANY AND GARRETT COUNTY DEPARTMENT OF HEALTH  
MOBILE CRISIS RESPONSE AND STABILIZATION SERVICES**

**EXPLANATION OF PROVIDING SERVICES AND SUPPORTS EXPERIENCE SHEET  
(Five Pages Maximum)**



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All other terms and conditions included in the Mobile Crisis Response and Stabilization Services RFP No. 20230201 remain unchanged.

This Addendum is issued under the authority of State Procurement Regulations, COMAR 21.05.02.08 and with the approval of the Garrett County Health Department Grant Administrator for Mobile Crisis Response Stabilization Services (MCRSS), RFP No. 20230201.



Grant Administrator  
13<sup>th</sup> February 2023

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Upon receipt, please return the addendum acknowledgement via email to:

Frederick Polce, Jr., MS  
[fred.polce@maryland.gov](mailto:fred.polce@maryland.gov)

## Addendum #1

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## ADDENDUM ACKNOWLEDGEMENT

I acknowledge receipt of Addendum #1 to RFP No. 20230201, titled “Mobile Crisis Response and Stabilization Services (MCRSS),” dated February 13, 2023. This signed acknowledgement form must be included with the submitted proposal to be considered a complete proposal package.

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Vender Name

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Authorized Signature (Print/Type)

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Signature

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