

**Request for Information
(RFI #MH14-02)
Peer Recovery Support Services**

Begin Date: July 15, 2014

End Date: July 31, 2014

I. Introduction

This is a Request for Information (“RFI”). It is for planning purposes only and awards may not be made as a result of this RFI. The information gathered from this RFI may be used by the Broward Behavioral Health Coalition (“BBHC”) to develop future solicitations and to assess the availability of services in the community.

BBHC seeks information from qualified entities regarding the provision of Peer Recovery Support Services for clients who are diagnosed with Severe and Persistent Mental Illness (“SPMI”) and/or co-occurring disorders and the cost associated with the provision of these services in Judicial Circuit 17, Broward County, Florida.

Peer Recovery Support Services are designed and delivered by people who have experienced mental illness and/or a co-occurring disorder and are in recovery. BBHC is interested in services designed to help people who are discharged from a state hospital or receiving facility to become and stay engaged in the recovery process and reduce the likelihood of relapse. The services can effectively extend the reach of treatment beyond the clinical setting into the everyday environment of those seeking to achieve or sustain recovery.

Consistent with BBHC’s goals, interested parties must clearly demonstrate a service delivery model/program that is evidence-based, and consumer/family-driven that nurtures self-direction, empowerment, and choice.

I. Background

BBHC was established in 2011 with the mission to provide effective and quality behavioral health services to consumers in Broward County. Through its contract with the Florida Department of Children and Families (the Department), BBHC serves as the Behavioral Health Managing Entity and subcontracts with community services agencies to deliver an array of mental health and substance abuse services. Eligible clients include those with no financial means available to purchase services.

BBHC seeks to provide a comprehensive system of care that includes services to address the needs of clients as they are treated and prepared for transition to independence at his/her most appropriate level of care. According to research (McLellan et al., 1998), successful recovery is facilitated through four (4) types of social supports (Cobb, 1976; Salzer, 2002) – emotional; informational; instrumental; and

affiliational. The Substance Abuse and Mental Health Administration (“SAMHSA”) Recovery Community Services Program found these four types of social support are useful in organizing the community-based peer-to-peer services provided to recovering people. These four categories refer to types of social support, not discrete services or service models.

The term “peer” refers to all individuals who share the experiences of addiction and/or mental illness and recovery, either directly or as family members or significant others. In a peer-helping-peer service alliance, a **peer leader** in stable recovery provides social support services to a **peer** who is seeking help in establishing or maintaining his or her recovery. Both parties are helped by the interaction as the recovery of each is strengthened.

Elements typically associated with a Peer Recovery Support Services Program include four (4) types of recovery support services and should be included as part of a respondent’s description of services: 1) peer mentoring or coaching; 2) recovery resource connecting; 3) facilitating and leading recovery groups; and 4) building community connections and resources.

BBHC seeks a program to provide peer mentoring or coaching; recovery resource connecting; and the peer building community connections and resources for the client.

II. Major Program Goals and Activities

BBHC has identified approximately \$100,000.00 to expand Peer Support Recovery Services within its system of care and result in the achievement of Recovery through the strengths and inherent resiliency of recovery rather than in the pathology of mental illness or substance use disorders. Responses must clearly detail a program whereby **Peers help peers** by drawing on the power of shared experience; hope; and motivation, that one person in recovery can offer to another; providing opportunities to give back to the community; and embracing the notion that both people in a relationship based on mutuality can be helped and empowered in the process.

BBHC seeks adaptable programs that operate within diverse populations; address the stages of recovery; establish pathways to recovery; identify service settings; and organizational contexts to build on resources that already exist in the community, including diverse communities of recovering people who wish to be of service. By serving as role models for recovery, providing mentoring and coaching, connecting people to needed services and community supports, and helping in the process of establishing new social networks supportive of recovery, peer leaders make recovery a presence in their communities and send a message of hope fulfilled.

III. General Description

Responses are invited from non-profit; for-profit; and governmental entities that detail its capacity to develop, expand, and implement a Peer Recovery Support program. The Response may not exceed 10 single-sided and must be double-spaced pages using a 12 font size (Arial or New Times Roman) and one-inch margins. Only responses that meet these criteria will be accepted and considered. Furthermore, the following must be clearly detailed in the response to this RFI:

- A. Program Name and Location – include service address and geographic area the respondent is located. Please include proximity to major city centers and public transportation routes; current capacity; capacity to expand; and the respondent's experience delivering services sought through this RFI.
- B. Program Design/Description – the specific Peer Recovery Support Services a respondent has available to deliver as part of its Program; the respondent's experience delivering services in Broward County to the target population or a similar population; the target population (age, gender, diagnosis) the respondent is able to serve; a description of any existing working relationship the respondent has with BBHC partners/stakeholders in Broward County (e.g. law enforcement; behavioral health service agencies; state hospital; receiving facilities); and any evidence-based practices/interventions utilized by the respondent and appropriate for services sought through this RFI. The Respondent shall include any agreements it has or seeks to execute that address its plan to meet the needs of clients or unique activities that demonstrate the respondent's ability to successfully meet the needs of the target population. At a minimum this shall describe service schedule (i.e. number of contacts; location of contacts); support services (e.g., identification of benefits), and plan for coordination with other professionals involved in the treatment and care of clients (e.g., case managers, medical professionals, peer specialists, and probation officers).
- C. Staffing – the respondent's organizational structure, including leadership, clinical, administrative, and direct support staff; and the staff capacity, including number of staff and volunteers, the roles and responsibilities associated with each position, and professional education and experience required for each position. The respondent shall also include a Table of Organization; a Board of Directors roster (as applicable); and resumes as an attachment to the response and are not counted toward the 10-page limit.
- D. Sustainability Plan – the response shall include the respondent's ability to sustain and expand the services without BBHC funding. This shall include a detailed description of the other funding sources, transition plan to move clients to the next level of care, when appropriate. Responses must include a detailed and comprehensive plan to sustain the program any potential contract award period.
- E. Budget - as described in **Section VI., Response Requirements**, a line item budget and narrative is required. The budget materials are not counted toward the 10-page limit.

IV. Response Requirements

Responses to this RFI shall include the following. Failure to comply with the requirements contained in this RFI will result in the return of the RFI response without review by BBHC:

1. A narrative of no more than 10 single-sided and double-spaced pages using one-inch margins and a 12 font size (Arial or New Times Roman) in a PDF format detailing the Respondent’s response to each of the items in **Section III., General Description**.
2. A detailed, budget line item budget with narrative that includes costs associated with the delivery of the respondent’s Peer Recovery Support Services program. Cost calculations must be mathematically sound; clearly tied to a program goal or task; and demonstrate consistency with the mission, vision, values, and goals of BBHC. Respondents are advised BBHC funding of services is limited by the requirements detailed in the Florida Department of Financial Services Reference Guide for State Expenditures located at <http://www.fldfs.com/aadir/> and Chapter 65E-14, Florida Administrative Code.
3. The Respondent’s legal name, program name (if applicable, administrative and service delivery (actual or proposed) address, level of care, telephone number, contact person name, title, email address, and phone number, and the respondent’s FEID number.
4. BBHC may selectively request additional information from any and/or all respondents, and may invite respondents to elaborate upon its RFI response in an Oral Presentation to BBHC and its representatives. Any such presentation will be held at BBHC’s offices in Fort Lauderdale, Florida (1715 Southeast 4th Avenue, Fort Lauderdale, Florida 33316). When BBHC determines this need, respondents will be advised in writing of the date and time. Presentations will not be scheduled prior to the deadline for responses to this RFI. All presentations related to this RFI are open to the public.

Listed below are the important actions, dates, and times by which the actions must be taken or completed. All listed times are local time in Fort Lauderdale, Florida. Only written questions and responses submitted consistent with the requirements of this RFI will be accepted.

Date	Time	Action
July 15, 2014	12:00 p.m.	Release of RFI
July 18, 2014	12:00 p.m.	Deadline for submission of questions from entities
July 21, 2014	5:00 p.m.	Post of response to RFI questions
July 31, 2014	5:00 p.m.	Responses to RFI due

- All responses to this RFI shall be submitted electronically to the assigned contact listed in this RFI.
- All responses and corresponding attachments (i.e., budgets) shall be submitted in a PDF format.
- Questions related to this RFI shall be submitted to providers.bbhc@concordiabh.com by noon on Friday, July 18, 2014.
- Answer to only those questions submitted to the listed email address and within the required timeframes will be posted on the BBHC website www.bbhcflorida.org.

V. Procurement Manager

Questions and responses shall be submitted to:

Julie Lauder, FCCM, FCCN, Director of Provider Relations

ATTENTION: RFI #MH14-02, Peer Recovery Support Services

Providers.bbhc@concordiabh.com

All parties are advised only responses submitted to the above email will be accepted and considered by BBHC.