



**BEACH CITIES HEALTH DISTRICT
REQUEST FOR QUALIFICATIONS (RFQ)
allcove Beach Cities Youth Wellness Center**

Issue Date: May 3, 2022

Qualifications Due Date: June 3, 2022 by 5 p.m.

Qualifications Directed To: Beach Cities Health District

Qualifications Contact: ali.steward@bchd.org

Number of Qualifications Copies: 1 electronic copy, submitted in PDF format.

Required formatting: A Table of Contents shall be included, and all pages shall be numbered. Submissions cannot exceed 10 pages.

Funding: An aggregate total of \$248,000 is available through this Request for Qualifications. Awards will be based on the criteria outlined on subsequent pages. The evaluation and awarding of contracts will be based on “best value,” taking into account all the items listed in this RFQ.

All questions regarding this RFQ must be submitted by e-mail before May 20, 2022, to ali.steward@bchd.org and responses, if applicable, will be posted publicly on www.bchd.org/rfq.

By signature hereto, the respondent certifies that all representations and certifications contained in its response are complete and accurate as required.

Name and Address of Respondent:

Signature:

Title:

Date:

Phone #:

Federal Emp. ID#

Fax #:

E-mail address:

**BEACH CITIES HEALTH DISTRICT
REQUEST FOR QUALIFICATIONS (RFQ)
allcove Beach Cities Youth Wellness Center**

**514 NORTH PROSPECT AVENUE
REDONDO BEACH, CA 90277**

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SECTION 1: GENERAL INFORMATION

1.1 Purpose

The intent of this Request for Qualifications ("RFQ") is to identify Respondents who are qualified to provide services to Beach Cities Health District, a public agency that serves the cities of Hermosa Beach, Manhattan Beach and Redondo Beach, consistent with the scope of work included in this document.

Respondent must adhere to rigid performance standards that are mission critical to our agency's success. This document will provide Respondent with the information necessary to prepare and submit responses for consideration. Respondents to this RFQ are expected to provide Beach Cities Health District (hereafter referred to as BCHD) with information and evidence that will enable the evaluation of the experience and resources required for the provision of programs and services in the allcove Beach Cities Youth Wellness Center in the areas of: 1) mental health, 2) physical health, 3) substance use prevention and treatment, 4) wellness services and life skills, 5) supportive education and employment, and 6) peer and family support. BCHD reserves the right to issue this Request for Qualifications to qualified Respondents based solely on what it considers necessary to provide the greatest long-term benefit to BCHD and the best quality of service to the community and customers.

1.2 Beach Cities Health District Overview

The Beach Cities Health District (BCHD) is a dynamic public health agency serving the 120,000 residents of Hermosa Beach, Manhattan Beach and Redondo Beach through a wide range of innovative health and wellness programs that promote healthy lifestyles, physical health and fitness, and emotional balance. The allcove Youth Wellness Center will serve the Beach Cities and surrounding communities. The organization strives to develop programs and services that meet our mission:

To enhance individual and community well-being in the cities of Hermosa Beach, Manhattan Beach, and Redondo Beach through a broad array of innovative health services, collaborative partnerships and community programs.

A tax-free public agency, BCHD operates a \$14 million annually budget that provides programs and services for residents within the District.

1.3 Contact Point and Issuing Office

The sole point of contact for questions or additional information is:

Ali Steward
Beach Cities Health District
514 North Prospect Avenue
Redondo Beach, CA 90277
ali.steward@bchd.org

All responses to this RFQ must be delivered to the point of contact shown above. All questions and requests for additional information must be in writing and received through the point of contact shown above (email is acceptable).

SECTION 2: SCOPE OF SERVICES

2.1 Scope of Work

Beach Cities Health District (BCHD) is partnering with allcove, a program developing an innovative network of integrated youth mental health centers across the state of California. Funded by the California Mental Health Services Oversight and Accountability Commission, the \$2 million, 4-year grant will establish “allcove Beach Cities,” a youth wellness center initially opening at 514 N. Prospect Ave. in Redondo Beach, offering mental and physical health resources, supported education and employment, peer and family support, and substance use prevention programs. BCHD was endorsed by the Los Angeles County Department of Mental Health to apply for the funds. The allcove model was created by Stanford University’s Department of Psychiatry and Behavioral Sciences’ Center for Youth Mental Health and Wellbeing who, on behalf of the California Mental Health Services Oversight and Accountability Commission, provide technical and model integrity assistance to implement allcove. Based on an international model of integrated youth mental health, allcove provides a one-stop shop for young people ages 12-25 to access mental health services, resources and support for friends, family and the larger community. allcove Beach Cities will be a safe place for youth that reduces stigma, embraces mental wellness and increases community connection.

BCHD is seeking partners to deliver programs and services within the allcove Beach Cities Youth Wellness Center that can follow the components of the allcove model outlined below. Partners will be required to work within this model integrity framework, supported by Stanford University’s Department of Psychiatry and Behavioral Sciences’ Center for Youth Mental Health and Wellbeing.

Clinical services for young people ages 12 to 25 are at the core of the model providing co-located, integrated early intervention mental health, adolescent health and substance use clinical services to meet mild to moderate mental and physical needs. Service providers may be from a range of organizations to provide services in an integrated manner to support the client and family within shared pathways for care, matching the intensity of care to the individual needs. Services include individual, group and family support.

Supported education and employment offers young people assistance in navigating their school and work lives through opportunities to participate in a range of individual support, group sessions and workshops focused on developing skills to re-engage with education and/or employment and that support transitions and progress through school or career. Areas of support include developing vocational or educational goals, educational rights, studying or test preparation, resume development, career planning, job searching, interview preparation, job placement referrals, school applications, financial support and course-load management.

Youth and family peer support are considered core services that assist young people to connect with a youth peer, build trust and engagement through the strategic sharing of lived experience, receive assistance to navigate services and resources and support families to support their youth.

Youth engagement, participation and development is at the core of an allcove center to highlight the youth voice and experience in all aspects of programming and service

delivery. The Youth Advisory Group guides many of these efforts and is comprised of young people from the local community who represent diversity in race, ethnicity, gender, sexual orientation, lived experience, ability and socioeconomic status. There are many additional youth development opportunities to engage young people attending allcove and its services.

Branding, communications and environmental design are important aspects as the essence of allcove experience is expressed through its brand and center environment, co-designed through an extensive, iterative engagement with youth from across the United States and maintaining brand integrity is fundamental to consistently reaching youth. The allcove centers are reflective of the brand and are informed by an intentional youth-designed process based on the ideal service flow focused on the youth experience. allcove centers comply with certain requirements including layout, size, look and feel that consider accessibility, safety, infection control, privacy and confidentiality, information technology requirements, youth engagement, and cultural and therapeutic expression.

Evaluation and shared minimum data set links all the various allcove centers California and the U.S. to assist in the ongoing evaluation and refinement of an international model for both therapeutic value and cost effectiveness. The Central allcove Team has developed a minimum data set and common data collection system, known as the datacove to better understand young people accessing services and their needs, to better serve the holistic needs of young people, to evaluate their experience with allcove, to evaluate the cost effectiveness of the program, and to link to international data sets to better understand and meet the needs of young people globally.

Community engagement and partnerships including families and caregivers, schools, community-based agencies, social service providers, advocacy organizations, and the business community assist the centers in supporting the needs of youth and families in a collaborative manner. The formal platform for this is the Beach Cities Partnership for Youth Coalition which provides strategic advice in a collaborative way and allows for referral pathways to both additional onsite services and warm handoffs to develop a seamless range of services to meet the needs of youth.

Financial sustainability is integral for centers to collaborate on the development of reimbursement strategies for services for uninsured, Medi-Cal, and commercially covered young people and families, to jointly develop reimbursement models that support allcove's sustainability and expansion statewide. allcove centers in California are the first international effort to create integrated youth mental health programs in a country without a national health insurance program. allcove will continue to explore collaborative sustainability efforts and strategies for funding through public-private partnerships.

Informed consent and confidentiality are a core value at the center that allows for the autonomy and flexibility to reach out for support on one's own terms. The intake procedures, data policies, billing structures and design choices are designed to protect privacy, while also complying with state and federal laws governing informed consent and confidentiality for minors and adults.

Learning Community participation in a network of representative from the various lead agencies is managed by the Central allcove Team from the Stanford Department of Psychiatry, Center for Youth Mental Health & Wellbeing, to support the implementation of the centers. The Learning Community infrastructure allows for collaboration and

continuing education to support the integrity of the model and success of the center. The communication platforms include a Slack workspace, Listserv, webinars, conferences and site consultation.

**Preliminary and subject to change*

SECTION 3: STATEMENT OF QUALIFICATIONS

To be considered, Respondent shall submit a complete response to this Request for Qualifications (RFQ) using the format outlined below. Respondents may present qualifications in one or more of six service areas: 1) mental health, 2) physical health, 3) substance use, 4) supported education and employment, 5) life skills and wellness services and 6) peer and family support services. Respondents should have experience with providing services to youth, aged 12 to 25 years of age, who represent the diversity of the Beach Cities and surrounding communities across race, ethnicity, gender, sexual orientation, lived experience, ability and socio-economic status. Respondents should have experience working with marginalized groups in the community including transitional aged youth, LGBTQ+, BIPOC, juvenile justice involved youth, foster youth and undocumented young people.

Statements of Qualifications are due on or before June 3, 2022.

3.1 Letter of Transmittal

The prospective Respondent's statement of qualifications shall include a brief letter of transmittal signed by an individual or individuals authorized to bind the prospective Respondent contractually.

3.2 Qualifications and Experience of Agency, Including Subcontractors

The response shall include a Statement of Qualifications and Experience of Agency, Including Subcontractors.

- All respondents must identify for which service areas they wish to be considered.
- All respondents must describe if they 1) seek funding through BCHD to provide services, rates for services and the total amount of funding sought; 2) seek to provide a combination of BCHD-funded and in-kind services and the rates for services and the total amount requested to be BCHD-funded and a dollar amount for the value of the in-kind services or 3) seek to provide in-kinds services, utilizing allcove as a space to host already established programming. All services must meet the criteria listed in Qualifications and Experience of Agency, Including Subcontractors. If in-kind services are to be provided, Respondent shall provide a dollar amount value of these services.
- If the Respondent is currently utilizing an electronic health record to track patient outcomes, that information should be included in the Statement of Qualifications.

The Statement of Qualifications should address the following criteria for one or more of the service areas:

Mental Health Experience:

The Respondent should describe its youth mental health experience, including assessment and screening, psychological or psychiatric consultation and brief intervention, psychoeducation with young people and families, brief counseling for young people and their families, group counseling, case management and discharge planning, risk assessment and crisis response services, referral and linkages to other services.

Every service provider within the center will be trained in basic mental health services and specific therapeutic techniques like Motivational Interviewing, Cognitive Behavioral Therapy principles, mental health counseling and screening for Adverse Childhood Experiences (ACEs) to recognize and respond to the symptoms of toxic stress. allcove

Beach Cities will provide clinical services in partnership with local service providers as well as Center staff.

The Respondent should explain their practice and reporting structure for mandated reporting, after-hour care provided to clients in need of support and services including crisis response. The Respondent should describe their experience with reimbursement strategies for uninsured, Medi-Cal, and commercially covered young people and families including billing for services and philosophy related to sliding-scale fees based on individual's income to make services accessible for individuals who cannot afford the standard rates.

The Respondent should describe their experience in developing, managing or working in an integrated services system environment (clinical and non-clinical) with multi-disciplinary teams.

Physical Health Experience:

The Respondent should describe its adolescent health experience, including physical exam and checkup, gynecological exams, sexually transmitted diseases testing and treatment, HIV prevention pre-exposure prophylaxis (assessment and prescription), pregnancy testing, birth control and emergency contraceptive, nutrition service, Flu shot, tuberculosis testing, immunization and vision and hearing exams, experience with health counseling and Covered California enrollment.

The Respondent should explain their practice and reporting structure for mandated reporting, after-hour care provided to clients in need of support and services including crisis response.

The Respondent should describe their experience with reimbursement strategies for uninsured, Medi-Cal, and commercially covered young people and families including billing for services and philosophy related to sliding-scale fees based on individual's income to make services accessible for individuals who cannot afford the standard rates. The Respondent should explain their experience handling and managing medical waste disposal.

The Respondent should describe their experience in developing, managing or working in an integrated services system environment (clinical and non-clinical) with multi-disciplinary teams.

Substance Use Support Experience:

The Respondent should describe its substance use prevention and intervention experience, including assessment and screening, counseling and brief evidence-based face-to-face substance use interventions with the young person and their family, prevention education, smoking cessation, overdose prevention and response trainings, Narcan/Naloxone education, group programs for young people and families, harm reduction initiatives like anonymous medication surrender or needle exchanges, youth-led advocacy opportunities and referral and linkages to other services.

The Respondent should explain their practice and reporting structure for mandated reporting, after-hour care provided to clients in need of support and services including crisis response.

The Respondent should describe their experience with reimbursement strategies for

uninsured, Medi-Cal, and commercially covered young people and families including billing for services and philosophy related to sliding-scale fees based on individual's income to make services accessible for individuals who cannot afford the standard rates. The Respondent should explain their experience handling and managing medical waste disposal.

The Respondent should describe their experience in developing, managing or working in an integrated services system environment (clinical and non-clinical) with multi-disciplinary teams.

Peer Support Experience:

The Respondent should show understanding of the role of youth peer support as one in which lived experience and strategic sharing are fundamental to engagement along with principles of shared decision making, and how the role partners with young people to be their ally, supporting youth voice, assisting them to navigate their allcove experience.

Family Support Experience:

The Respondent should describe its experience providing for family members seeking to connect the young people in their lives to resources and support with whatever they are facing, including family support groups, parent and family psychoeducation and workshops, resource linkage, skill development supports such as parent/partner model and how to motivate your teen.

The Respondent should explain any innovative programming and new ideas related to Family Support with the desire to implement within the center.

Every service provider within the center will be trained in basic mental health services and specific therapeutic techniques like Motivational Interviewing, Cognitive Behavioral Therapy principles, mental health counseling and screening for Adverse Childhood Experiences (ACEs) to recognize and respond to the symptoms of toxic stress. In allcove Beach Cities, clinical services will be provided in partnership with local service providers as well as Center staff.

The Respondent should describe their experience in developing, managing or working in an integrated services system environment (clinical and non-clinical) with multi-disciplinary teams.

Supported Education and Employment Experience:

The Respondent should describe its supported education and employment experience, including educational and/or vocational goal setting, tutoring, career coaching, financial literacy workshops, mentorship, college application supports, resume-building and interviewing practice, job placement referrals, job readiness, peer-to-peer tutoring, time management preparation, strengths assessments, mentorship programs and training courses.

The Respondent should explain any innovative programming and new ideas related to Supported Education and Employment with the desire to implement within the center.

The Respondent should describe their experience in developing, managing or working in an integrated services system environment (clinical and non-clinical) with multi-disciplinary teams.

Life Skills and Wellness Services Experience:

The Respondent should describe its life skills and wellness services experience, including workshops and trainings on culinary arts, housing, independence, gardening and laundry, courses and classes in yoga, mindfulness, hope, coping skills, therapeutic opportunities for art and music, purpose workshops, outdoor field trips and nature outings, certifications in CPR, babysitting and emergency preparedness and animal therapy programs.

The Respondent should explain any innovative programming and new ideas related to Life Skills and Wellness Services with the desire to implement within the center.

The Respondent should describe their experience in developing, managing or working in an integrated services system environment (clinical and non-clinical) with multi-disciplinary teams.

3.3 Model Integrity Framework:

The Respondent shall describe how they plan to work within the model integrity framework, outlined in section 2.1, supported by Stanford University's Department of Psychiatry and Behavioral Sciences' Center for Youth Mental Health and Wellbeing.

3.4 Agency Team:

The Respondent shall designate an agency team comprised of experienced professional and technical staff to perform the work competently and efficiently with their own personnel, subcontractors, or commitment to hire additional staff. The response shall identify the agency team's leadership, reporting responsibilities, and address how subcontractors will fit into the management structure, if applicable. As a minimum, the principal in charge and manager shall be designated. Other key personnel may also be designated. Information on education, training, certification, awards, etc. for agency team members may be supplied. The manager must have adequate experience in managing the development of integrated services of similar nature and scope.

3.5 Financial Resources:

Respondent should provide audited financial statements and supplemental financial information regarding operating performance, annual revenues and net assets for the most recent three fiscal years. Additionally, Respondent should discuss their experience with medical billing, MediCal and commercial insurance billing, sliding scale fee structures and in-kind service delivery, if applicable.

3.6 Organizational Profile:

Respondent should describe its legal structure, ownership and affiliates.

3.7 Required Disclosures:

In addition to all other requests listed in Section 3 of this RFQ, Respondents to this RFQ will provide the following disclosure:

A disclosure of the Respondent's name and address and, as applicable, the name and address of any company or venture that owns or has majority stake in the Respondent and the names of key officers and directors of the Respondent.

A disclosure providing information regarding any major contract that has been terminated for any reason within the last 5 years by Respondent/or Subcontractors responding to this RFQ.

A disclosure that there are no known conflicts of interests by the Respondent or its Subcontractors and affiliates with BCHD or its affiliates, or any of BCHD's employees or Board members currently or any foreseen in the future.

A disclosure of the Respondent's professional license verification, issuance and expiration date of a license; current status of license must be in good standing and years of service for all clinical staff.

3.8 Insurance Requirements

Please attach copies of all proof of insurance as described below that qualifies you to provide the service requested.

Respondent shall provide and maintain insurance coverage of adequate levels in compliance with the following, as applicable:

- Worker's Compensation per California Requirements
- Comprehensive Public/General Liability \$2,000,000 per occurrence
- Professional Liability Insurance including Sexual Abuse and Molestation

SECTION 4: SUMMARY OF KEY DATES

4.1 Key Dates

The following dates are shown for informational and planning purposes only. BCHD reserves the right to change any of the dates.

Public Notice – RFQ issued	May 3, 2022
RFQ submissions due	June 3, 2022
Qualified Respondents Announced	June 22, 2022

SECTION 5: CRITERIA FOR EVALUATION OF STATEMENT OF QUALIFICATIONS

5.1 Evaluation Criteria & Award Notice

BCHD staff will review the responses. Responses will be received and evaluated on the understanding that the Respondent accepts full responsibility for, and will be contractually bound by, all statements made within the proposal and by sales and/or technical representatives. This responsibility extends to verbal sales commitments, vendor literature and claims of the capacity and ability of the proposed Respondent and its representatives to meet the specified scope of service requirements contained in this RFQ.

The evaluation and awarding of contracts will be based on “best value”, taking into account all the items listed in this RFQ. Additional significant consideration will be given to the quality and comprehensiveness of each Respondent’s response.

BCHD reserves the right to accept responses in whole or in part, and to negotiate with any Respondent in any manner necessary to serve the best interests of BCHD. Respondents may be strictly held to the terms submitted in their responses as maximums but may be required to reduce costs depending upon aspects of the services which may be determined by BCHD to be unnecessary, or aspects for which BCHD decides to assume the responsibility. The response submitted by any successful Respondent, and accepted by BCHD whether in whole or in part, will become part of the contract awarded as a result of this RFQ and the Respondent will be expected to sign a contract with BCHD, consistent with the RFQ, and such contract may include additional terms and conditions.

BCHD reserves the right to withdraw or cancel this RFQ at its own discretion. BCHD also reserves the right to reject any and all responses resulting from this solicitation. BCHD reserves the right to obtain any information from any lawful source regarding past business history and practices and the ability to deliver services outlined in this RFQ. Respondent Such information may be taken into consideration in evaluating the responses.

All notices and communications regarding this RFQ will solely be conducted through the Respondents point of contact listed in the response and the BCHD contact identified in this document. Awards will follow the timeline outlined in Section 4.1, subject to revision by BCHD in its sole discretion.