

STATE OF ALASKA

Department of Corrections

Division of Health & Rehabilitation Services



COMMUNITY BASED INTENSIVE OUTPATIENT PROGRAM

(Anchorage)

Amendment #1

RFP# 2024-2000-0008

May 4, 2023

This amendment is being issued to make changes to the RFP.

Important Note to Offerors: You must sign and return this page of the amendment document with your proposal. Failure to do so may result in the rejection of your proposal. Only the RFP terms and conditions referenced in this amendment are being changed. All other terms and conditions of the RFP remain the same.

Procurement Officer: Maria Ostlie

Title: Procurement Specialist III

Phone: (907) 465-3337

Email: maria.ostlie@alaska.gov

COMPANY SUBMITTING PROPOSAL

AUTHORIZED SIGNATURE

DATE

Changes to the RFP:

Change 1:

SEC 3.01 SCOPE OF WORK

The Department of Corrections, Division of Health and Rehabilitation Services, is seeking proposals for an individual or agency to provide a licensed Community Substance Use Disorder Clinician (SUDC) to provide evidence-based services that meet the requirements for an ASAM Level 2.1 Community Intensive Outpatient Program (CIOP) in Anchorage community. The successful contractor will serve a maximum of up to 36 individuals at any given time.

Offeror shall provide a Chemical Dependency Counselor II Certification (CDCII). If coordinator is not certified at Level II, offeror must submit within 30 days of award a training plan to the Criminal Justice Planner (CJP) for obtaining Level II certification. The timeframe to obtain certification shall not exceed one year from date of award.

An offeror shall provide a Department Approval Certificate from the Department of Health – Division of Behavioral Health (DOH) as outlined in 7 AAC 70.030. **An offeror shall provide the DOH certificate with their proposal.** Offerors unable to submit an approved DOH Certificate within the time required will cause their proposal to be considered non-responsive and their proposal will be rejected.

An offeror shall be competent in the use of ASAM PPC-2 and DSM-5.

The successful contractor will meet with the department Substance Abuse Criminal Justice Planner (CJP) bi-weekly to review program performance and make program modifications to improve program outcomes, as necessary.

The successful contractor shall have knowledge of cross-cultural issues and be able to maintain a caseload, facilitate groups, conduct staff meetings, and submit monthly reports associated with the services provided.

A. ANTICIPATED NUMBER OF STAFF THAT WILL BE NECESSARY

This program will be staffed with 3 Full Time Employee (FTE) consists of 1 Coordinator and 2 Counselors. The Coordinator is expected to provide the same level of services as the Counselor.

C. PROGRAM TASKS

4. Provide Outpatient Program (OP) and/or Intensive Outpatient Program (IOP) treatment groups for up to 12 individuals for each counselor/coordinator at any given time in the treatment process, serving a total of up to 36 individuals. Ensure that all services provided under this agreement meet the requirements for an ASAM Level 2.1 Intensive Outpatient Services Program.
5. Provide individual treatment sessions for up to 36 individuals and a treatment plan. The contractor must review the treatment plan with each individual during the course of treatment to determine if progress is being made on treatment goals.

Change 2:

SEC 3.05 DELIVERABLES

C. Provide Community Intensive Outpatient Program (CIOP) treatment

- Groups up to 12 individuals per counselor/coordinator and serving a maximum capacity of 36 individuals at any given time.

Change 3:

SEC 3.11 LOCATION OF WORK

The location(s) the work is to be performed, completed and managed are in the Anchorage community. The department may add or delete locations at the department's discretion.

- Anchorage Community

The contractor must provide its own workspace and a location that is adequate to provide service for up to 36 individuals. The space must be compliant with all local, state and federal codes and must have free parking for the attendees. The workspace must be within the Anchorage city limits.

By signature on their proposal, the offeror certifies that all services provided under this contract by the contractor and all subcontractors shall be performed in the United States.

If the offeror cannot certify that all work will be performed in the United States, the offeror must contact the procurement officer in writing to request a waiver at least 10 days prior to the deadline for receipt of proposals.

The request must include a detailed description of the portion of work that will be performed outside the United States, where, by whom, and the reason the waiver is necessary.

Failure to comply with these requirements may cause the state to reject the proposal as non-responsive, or cancel the contract.

Change 4:

COST PROPOSAL FORM

See page 4.

COST PROPOSAL FORM

RFP # 2024-2000-0008

IMPORTANT: Offerors must use this form to enter data that will be utilized to determine the proposed costs for provision of indicated services. Do not alter this form or add additional information as it is used for evaluation purposes to convert the costs to points. All fields must be completed. Cost proposals not completed or modified shall cause the proposal to be deemed non-responsive and rejected. See section 4.08 Cost Proposal for further information. Hourly rates shall not exceed the tenth decimal place.

Service	Hourly Rate	X	Annual Hours	=	Proposed Cost
CIOP Coordinator	\$	X	1992	=	\$
CIOP Counselor	\$	X	1992	=	\$
CIOP Counselor	\$	X	1992	=	\$
Total Proposed Cost					\$

Authorized Representative

Business Name: _____

Print Name: _____

Authorized Signature: _____ Date: _____