

CITY OF MONTGOMERY

COMPREHENSIVE OPIOID SETTLEMENT

REQUEST FOR PROPOSALS (RFP 2024-10)



OVERVIEW

RFP #2024-10 – Opioid Prevention, Treatment, and Recovery Services

The City of Montgomery, Alabama, is seeking proposals to address the devastating impact of the opioid crisis within our community. This RFP outlines the City's commitment to combating this epidemic through a multi-faceted approach encompassing prevention, treatment, harm reduction, and recovery support. This initiative prioritizes collaboration, evidence-based strategies, and a holistic approach to empower individuals, families, and communities to overcome the challenges posed by opioid addiction. We are seeking proposals from qualified organizations to develop and implement a comprehensive Opioid Abatement Program. This program aims to reduce opioid-related overdoses, deaths, and associated harms through a multi-faceted approach that includes prevention, treatment, harm reduction, and recovery support services.

Background

The opioid epidemic has ravaged communities across the United States, including Montgomery. Opioid-related overdoses and deaths have risen dramatically in recent years, and the crisis has placed a significant burden on our healthcare system, law enforcement agencies, and social service providers. The opioid crisis has had a profound impact on Montgomery, resulting in increased overdose deaths, strained healthcare systems, and widespread social and economic consequences. The City of Montgomery recognizes the urgent need to address this crisis through a coordinated and evidence-based approach.

Timeline

To ensure a transparent and well-structured selection process, the following timeline will be followed:

Activity	Date
RFP Release Date	September 1, 2024
Deadline for Questions	September 10, 2024
Proposal Submission Deadline	September 20, 2024
Proposal Review and Evaluation	September 21 - 30, 2024
Notification of Selected Applicants	October 4, 2024
Contract Negotiations and Execution	October 6 - 13, 2024
Anticipated Project Start Date	October 14, 2024

Note:

- All deadlines are 5:00 PM CDT unless otherwise specified.
- The City of Montgomery reserves the right to adjust the timeline if necessary. Any changes will be communicated to all applicants in a timely manner.

Additional Information:

- Questions regarding this RFP should be submitted in writing via email to Eddie Compton, III at ecompton@montgomeryal.gov by the specified deadline.
- Proposals must be submitted electronically to the same email address by the proposal submission deadline.
- Late submissions will not be considered.

By adhering to this timeline, the City of Montgomery aims to facilitate a fair and efficient selection process, ensuring that the Opioid Abatement Comprehensive Program is implemented in a timely manner to address the urgent needs of the community.

Scope of Work

The selected organization will be responsible for developing and implementing a comprehensive Opioid Abatement Program that addresses the following key areas:

- **Prevention:** Develop and implement evidence-based prevention programs targeting at-risk populations, including youth, individuals with a history of substance abuse, and those prescribed opioids for pain management.
 - School-based programs: Implementing evidence-based curricula on opioid misuse prevention, healthy coping mechanisms, and decision-making skills in schools, targeting various age groups.

- Community awareness campaigns: Developing and executing multimedia campaigns to educate the public about the risks of opioid misuse, safe medication disposal practices, and available resources.
 - Prescription drug monitoring programs: Strengthening and expanding prescription drug monitoring programs to identify and address potential overprescribing and diversion of opioids.
 - Youth-focused initiatives: Creating targeted programs for at-risk youth, such as mentoring programs, after-school activities, and peer support groups.
- **Treatment:** Expand access to and improve the quality of opioid addiction treatment services, including medication-assisted treatment (MAT), behavioral therapies, and other evidence-based interventions.
 - Medication-Assisted Treatment (MAT): Expanding access to MAT programs that combine medication with counseling and behavioral therapies to treat opioid addiction.
 - Outpatient treatment: Providing individual and group counseling sessions, cognitive-behavioral therapy, and relapse prevention strategies in outpatient settings.
 - Residential treatment: Offering comprehensive treatment programs in residential settings, including detoxification, intensive therapy, and life skills training.
 - Telehealth services: Leveraging technology to provide remote access to treatment services, especially for individuals in rural or underserved areas.
 - **Harm Reduction:** Implement harm reduction strategies to reduce opioid-related overdoses and deaths, such as increasing access to naloxone and syringe exchange programs.
 - Naloxone distribution and training: Increasing the availability of naloxone, an opioid overdose reversal medication, and providing training on its use to individuals at risk and their families.
 - Syringe exchange programs: Implementing syringe exchange programs to reduce the spread of infectious diseases and provide access to harm reduction services.
 - Overdose prevention education: Conducting workshops and trainings on recognizing and responding to opioid overdoses, emphasizing the importance of calling 911.
 - Safe consumption sites: Exploring the feasibility of establishing safe consumption sites (where legally permissible) to provide a monitored environment for individuals to use drugs, reducing the risk of overdose and transmission of diseases.
 - **Recovery Support:** Provide comprehensive recovery support services to individuals in recovery from opioid addiction, including peer support, housing assistance, and employment services.

- Peer support groups: Facilitating peer-led support groups where individuals in recovery can share experiences, provide encouragement, and build a supportive community.
 - Sober living homes: Establishing or partnering with sober living homes to provide a safe and structured living environment for individuals transitioning from treatment to independent living.
 - Employment assistance programs: Offering job training, resume building, and interview preparation services to help individuals in recovery secure employment and achieve financial stability.
 - Family support services: Providing counseling, education, and resources to families impacted by opioid addiction, promoting healing and resilience.
- **Collaboration with The Hub:** Propose specific strategies to collaborate with The Hub, Montgomery's Consolidated Homeless Services Center, to address the unique needs of individuals experiencing homelessness and opioid addiction. This may include providing on-site services, coordinating care, and developing specialized programs.
 - On-site services: Providing outreach and direct services at The Hub, such as screenings, assessments, and referrals to treatment.
 - Case management: Coordinating care and support for individuals experiencing homelessness and opioid addiction, ensuring they receive necessary services and follow-up.
 - Specialized programs: Developing programs tailored to the unique needs of individuals experiencing homelessness, such as trauma-informed care and housing-first approaches.

We recognize that organizations may have specific expertise and strengths in certain areas. Therefore, applicants are encouraged to focus their proposals on the areas where they can demonstrate the greatest capacity and potential for impact. Even if an applicant chooses to focus on one or two specific areas, their proposal should acknowledge the broader context and how their proposed program fits within a comprehensive approach to addressing the opioid crisis.

Eligibility

Organizations with experience in addressing opioid misuse and addiction are encouraged to apply. This includes, but is not limited to:

- Non-profit organizations
- Harm reduction providers
- Treatment providers
- Recovery support organizations
- Faith-based organizations
- Community coalitions

Organizations must be able to demonstrate their eligibility for city funds and meet the criteria of a qualified vendor, which includes:

- Ability to perform successfully under the terms and conditions of the RFP.
- Compliance with all applicable laws and regulations.
- No history of violations related to public contracts.
- Possession of valid licenses and insurance as required.
- Up-to-date financial and legal standing.

PROPOSAL REQUIREMENTS



Statement of Work

Proposals should be clear, concise, and address all aspects of the RFP. The proposal should not exceed **25 pages**, excluding the cover page, abstract, budget, and any supporting documentation or appendices. Proposals exceeding this limit may be disqualified.

A. Cover Page

- **Legal Name of Submitting Agency:** [Agency Legal Name]
- **Contact Person:** [Contact Name]
- **Address:** [Agency Address]
- **Phone Number:** [Contact Phone Number]
- **Fax Number:** [Contact Fax Number]
- **Email:** [Contact Email]
- **Date of Submission:** [Date]
- **Area of Focus:** [City, District, or Community]

B. Abstract

- **Prevention Focus:** Opioid Use Disorder and secondary substance use (underage drinking, vaping, etc.)
- **Priority Addressed:** [Specific priority identified by county, city, or community]
- **Prevention Strategies:** [Outline of strategies to address the identified priority]
- **Target Population:** [Specify the primary focus, e.g., high-risk population, college students, etc.]
- **Goals Overview:** [Concise summary of project goals related to the priority]
- **Anticipated Number Served:** [Estimate of individuals to be reached by county, city, or community]

C. Organizational Capacity and Project Overview

1. **Organization Description:**
 - Brief history and mission
 - Key programs and services related to substance use prevention and treatment
2. **Capacity and Experience:**
 - Staff expertise and qualifications
 - Experience with similar projects and evidence of successful outcomes
3. **Project Purpose and Services:**
 - Clear articulation of project goals and objectives
 - Description of specific services to be provided
 - Explanation of how services will be delivered
 - Emphasis on science and data-driven approach
4. **Target Population:**
 - Detailed description of the population to be served
 - Estimated number of individuals
 - Relevant demographic information

Continuation Funding Awards (if applicable)

- **Documented Outcomes from Prior Funding:**
 - Number served (with demographics)
 - Prevention outcomes achieved
 - Prescription drug take-back collection amounts
 - Harm reduction/naloxone distribution data
 - Participation measures

D. Goals

1. **SMART Goals:**
 - Clearly defined and measurable goals with specific timelines
2. **Process and Activities:**
 - Detailed description of steps to achieve goals and deliver services
3. **Expected Outcomes and Measurement:**
 - Identification of anticipated project outcomes
 - Explanation of how outcomes will be measured and tracked

E. Need

1. **Need Description and Project Alignment:**
 - Quantitative and qualitative data demonstrating the need
 - Clear explanation of how the project will address the identified need
 - Overview of current organizational efforts to address the need

2. **Innovation:**
 - Description of how the project's approach is unique and innovative
3. **Barriers and Mitigation:**
 - Identification of potential challenges to implementation
 - Strategies to overcome these barriers

F. Resources

1. **Key Staff and Roles:**
 - List of key personnel and their responsibilities
 - Relevant experience of each staff member
2. **Additional Resources and Funding:**
 - Description of other resources that will support the project
 - List of relevant funding sources for associated programming
3. **Collaboration and Non-Duplication:**
 - Explanation of how the organization will collaborate with others
 - Strategies to ensure activities are not duplicated

G. Sustainability

1. **Sustainability Plan:**
 - Detailed plan for sustaining project activities and outcomes beyond the grant period
 - Description of how the grant funding will lead to sustained, enhanced, or expanded work

H. Data Collection and Evaluation: Develop and implement a robust data collection and evaluation system to track program outcomes and inform ongoing program improvement efforts.

The City of Montgomery recognizes the critical role of data in assessing the efficacy of programs and driving continuous improvement. Proposals must incorporate a comprehensive plan for data collection, analysis, and reporting that aligns with the following guidelines:

Data Collection

- **Standardized Measures:** Utilize validated and reliable data collection tools and metrics that are consistent with industry standards and best practices. Examples include:
 - **Prevention:** Surveys assessing knowledge, attitudes, and behaviors related to opioid misuse, pre- and post-intervention.
 - **Treatment:** Client treatment retention rates, changes in substance use patterns, and improvements in mental and physical health.

- **Harm Reduction:** Number of naloxone kits distributed, overdose reversals, and linkages to treatment.
- **Recovery Support:** Measures of housing stability, employment status, and participation in recovery support activities.
- **Data Management System:** Implement a secure and efficient system for collecting, storing, and analyzing program data, ensuring compliance with data privacy regulations (e.g., HIPAA, FERPA).
- **Data Quality:** Establish procedures to ensure data accuracy, completeness, and consistency.

Evaluation Plan

- **Clear Goals and Objectives:** Clearly articulate program goals and objectives with measurable outcomes tied to specific data metrics.
- **Evaluation Design:** Detail the proposed evaluation methodology, including:
 - **Data collection methods:** Surveys, interviews, focus groups, administrative data, etc.
 - **Data analysis plan:** Statistical methods or qualitative analysis techniques to be used.
 - **Strategies for ensuring data quality and validity.**
- **Process Evaluation:** Assess the fidelity of program implementation and adherence to evidence-based practices.
- **Outcome Evaluation:** Measure the impact of the program on key outcomes, such as:
 - **Decreased opioid overdose rates and mortality.**
 - **Increased access to and engagement in treatment and recovery services.**
 - **Improved quality of life for individuals in recovery and their families.**
 - **Reduced stigma associated with opioid use disorder.**
 - **Enhanced collaboration among community stakeholders.**

Reporting Requirements

- **Quarterly Progress Reports:** Detail program activities, outputs, outcomes, and any challenges encountered.
- **Annual Evaluation Report:** Provide a comprehensive analysis of program data, conclusions regarding effectiveness, and recommendations for future improvements.
- **Data Sharing:** Share de-identified data with the City of Montgomery in an agreed-upon format and frequency to enable citywide data analysis and inform policy decisions.

 **I. Budget and Funding**

- **Budget and Funding:** The City of Montgomery has allocated a total of \$1,000,000 to fund the Opioid Abatement Comprehensive Program. Applicants are encouraged to submit proposals with budgets that demonstrate cost-effectiveness and align with the available funding.
- **Funding Contingency:** All contracts awarded under this RFP are contingent upon the availability of allocated funds. The continuation of any project or program initiated through this RFP is subject to the availability of one-time funding and is not guaranteed beyond the initial contract period.
- **Budget Narrative:** Applicants are required to submit a detailed budget narrative that justifies all proposed expenditures. The narrative should clearly explain how each budget item relates to the proposed program activities and how the funds will be used to achieve the program goals. It is essential to provide a breakdown of costs, including personnel, supplies, equipment, travel, contractual services, and other operational expenses.
- **Cost-Effectiveness:** Proposals will be evaluated not only on the merits of the proposed program but also on their cost-effectiveness. Applicants should demonstrate how their proposed budget will maximize the impact of the program and achieve the desired outcomes within the allocated funding.
- **Additional Funding Sources:** While the City has allocated \$1,000,000 for this program, applicants are encouraged to explore and leverage additional funding sources, such as grants, private donations, or in-kind contributions, to enhance the scope and sustainability of their proposed programs.

Note: *The City of Montgomery reserves the right to negotiate the final budget with the selected applicant(s) to ensure the most efficient and effective use of available funds.*

 **Evaluation Criteria and Weighting:**

Proposals will be evaluated based on the following criteria, with assigned weights reflecting their relative importance in the selection process:

Criterion	Weight	Description
Alignment with City Goals	30%	The extent to which the proposal aligns with the goals and objectives outlined in this RFP and the City of Montgomery's Opioid Abatement Comprehensive Plan.
Evidence-Based Approach	25%	The use of evidence-based strategies and interventions that have demonstrated effectiveness in addressing the opioid crisis.
Innovation	10%	The degree to which the proposal demonstrates creativity and innovation in addressing the complex challenges of the opioid crisis.
Collaboration	10%	The extent to which the proposal fosters collaboration and coordination among various stakeholders, including healthcare providers, community organizations, and individuals affected by the opioid crisis.
Sustainability	10%	The potential for the proposed project to be sustained beyond the initial funding period, including strategies for securing additional funding or resources.
Budget and Cost-Effectiveness	5%	The reasonableness and cost-effectiveness of the proposed budget, demonstrating efficient use of allocated funds.
Organizational Capacity	5%	The applicant's demonstrated experience, qualifications, and capacity to implement the proposed project successfully, including relevant staffing and infrastructure.
Cultural Competency & Equity	5%	The applicant's demonstrated understanding of and commitment to cultural competency, health equity, and addressing the diverse needs of the target populations, including racial, ethnic, linguistic, and cultural minorities.

Total | 100% |

Each proposal will be evaluated and scored by a review committee based on the above criteria. The committee will assign scores and tabulate them for each proposal.

 **Target Population:**

The primary target population for this RFP is any district within the City of Montgomery that is experiencing the devastating effects of the opioid crisis. Proposals must demonstrate a clear understanding of the priority to support efforts that prevent or reduce overdose deaths and other opioid-related harms.

While addressing the broader community impacted by the opioid crisis, proposals should consider the following high-risk and vulnerable populations:

- **High-Risk Youth:** This includes adolescents and young adults who may be more susceptible to opioid misuse due to factors such as peer pressure, lack of access to healthy coping mechanisms, and exposure to trauma.
- **Youth in Tribal Communities:** Recognizing the unique cultural and social contexts of tribal communities, proposals should address the specific needs and challenges faced by youth in these communities regarding opioid misuse and addiction.
- **Homeless Population:** Individuals experiencing homelessness often face a multitude of challenges that increase their vulnerability to opioid misuse and addiction, including lack of stable housing, limited access to healthcare, and social isolation.
- **Military Families:** Military personnel, veterans, and their families may face increased risk factors for opioid misuse and addiction due to factors such as combat exposure, physical injuries, and mental health challenges.
- **Individuals with a History of Incarceration:** People recently released from incarceration are at a significantly elevated risk of overdose due to factors such as decreased tolerance, limited access to treatment, and social stigma.

 **Contractual Limitations:****Contract Duration and Renewal**

- **Initial Contract Period:** The initial contract awarded under this RFP shall have a duration of one year, commencing upon execution and expiring on September 30th of the following year, aligning with the end of the city's fiscal year.
- **Performance-Based Renewal Option:** The City of Montgomery reserves the right to extend the contract for up to two additional one-year periods, contingent upon:
 - Satisfactory performance by the Contractor in meeting program objectives and deliverables as outlined in the contract and evaluated through the agreed-upon data collection and evaluation plan.
 - Availability of funding allocated for the Opioid Abatement Comprehensive Program in subsequent fiscal years.

- Mutual agreement between the City and the Contractor to continue the partnership.
- **Renewal Evaluation:** The decision to renew the contract will be based on a comprehensive review of the Contractor's performance, including:
 - Achievement of program goals and objectives.
 - Quality and effectiveness of services provided.
 - Adherence to budgetary guidelines and cost-effectiveness.
 - Collaboration and communication with the City and other stakeholders.
 - Demonstrated commitment to continuous improvement and data-driven decision-making.



Submission Requirements:

- Proposals must be submitted by September 15, 2024 to 103 North Perry Street, Montgomery, Alabama 36104.



Questions:

- Questions regarding this RFP should be directed to Eddie Compton, III at ecompton@montgomeryal.gov or 334-625-3003.



Review Criteria:

- The City of Montgomery (City) retains the discretion to request necessary amendments to proposals, reject any or all proposals received, or cancel this Request for Proposals (RFP) in its entirety, as deemed in the best interest of the City.
- Furthermore, the City reserves the right to waive any informality within this process, provided such action aligns with the best interest of the City. In instances where the City exercises its right to waive an informality, such waiver shall not modify the RFP requirements or absolve the applicant from full compliance with the resulting contract.
- All proposals that successfully meet the submission requirements will undergo evaluation based on the criteria specified in each section of the Statement of Work.