

DOUGLAS COUNTY GOVERNMENT

Finance Department, Purchasing Division
100 Third Street, Suite 130
Castle Rock, Colorado 80104
Telephone: 303-660-7434
www.douglas.co.us

REQUEST FOR PROPOSAL (RFP) NO. 001-26

DOUGLAS COUNTY OPIOID COUNCIL (DCOC) CRISIS STABILIZATION SERVICES

**YOUR PROPOSAL RESPONSE MUST BE RECEIVED NO LATER THAN
FEBRUARY 11, 2026 @ 3:00PM**

PROPOSAL CERTIFICATION

We offer to provide to Douglas County the materials, supplies, products and/or services requested in accordance with the specifications and subject to the terms and conditions of the purchase(s) described herein:

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

TELEPHONE NUMBER: _____ FAX NUMBER: _____

E-MAIL: _____

BY: _____
(Printed or Typed Name)

(Signature)

TAXPAYER I.D. NUMBER: _____

Signature constitutes acceptance of all terms and conditions listed on this form and all documents attached.

Proposals shall be received **ELECTRONICALLY ONLY** through the Rocky Mountain E-Purchasing/BidNet System website at (www.bidnetdirect.com/colorado/douglas-county-government). All proposal responses should consist of one (1) PDF document, without password protection. It is the sole responsibility of the respondent to ensure that their response is received on time. Proposals will not be considered which are received after the time stated.

Douglas County distributes solicitation documents through the Rocky Mountain E-Purchasing/BidNet System only. Copies of solicitations obtained from other sources are not considered official copies and the County cannot attest to their accuracy. All BidNet System questions must be addressed with BidNet Vendor Support at 800-835-4603.

Douglas County Government reserves the right to reject any or all proposals, to waive formalities, informalities, or irregularities contained in the said proposal and furthermore, to award an agreement/contract for items herein, either in whole or in part, if it is deemed to be in the best interest of the County to do so. Additionally, the County reserves the right to negotiate optional items and/or services with the successful respondent.

SECTION ONE ~ GENERAL INFORMATION:

A. Overview:

Douglas County Government, on behalf of the Douglas County Opioid Council (DCOC) and the Douglas County Department of Human Services Mental Health Division, is soliciting responses from qualified providers to establish and operate crisis stabilization services for children, youth, and families in Douglas County, Colorado.

The County seeks a provider capable of delivering walk-in and/or bed-based crisis stabilization, and other appropriate short-term behavioral health interventions, supported through one-time federal grant funding from the Substance Abuse and Mental Health Services Administration (SAMHSA), as well as local opioid settlement dollars.

This RFP is intended to expand access to crisis stabilization services, reduce unnecessary utilization of the broader crisis system, and strengthen the community's capacity to provide timely, youth-centered, family-informed care during behavioral health crises.

B. Background:

Douglas County experiences significant gaps in accessible youth crisis services and has an urgent need for localized, developmentally responsive crisis stabilization options. Children, youth, and families currently rely on emergency departments, distant facilities, or law enforcement-mediated pathways due to the absence of localized behavioral health crisis interventions.

Douglas County has a long history of partnership on behavioral health projects and priorities through its Mental Health Collaborative (DCMHC), and it wishes to continue this collaboration with the successful applicant(s) in pursuit of greater access to, and streamlining of, crisis mental health care. Expanding access to these services is part of a broader landscape of coordination including, for example, the County's behavioral health Co-Responder Program the Community Response Teams (CRT), enhanced care coordination programs the Care Compact for adults, and Youth Care Compact for children, youth and their families, Healthy Families Partnership, Suicide Prevention Working Group and more. The County and DCOC desire a highly-qualified partner committed to streamlining access and establishing ongoing support alongside these existing networks of care and partnership.

Expanding crisis stabilization within Douglas County aligns with DCOC's priorities to strengthen prevention, early intervention, and continuity of care for residents experiencing behavioral health or substance use-related crises. This project also aligns with the SAMHSA Enhanced Model of Mental/Behavioral Service Delivery grant awarded to Douglas County.

C. Target Population and Service Area:

- 1) Primary Population ~ Children, youth, and families residing in Douglas County
- 2) Secondary Population ~ Young adults up to age 25 experiencing behavioral health or substance use crises.
- 3) Geographic Catchment ~ Douglas County, Colorado
- 4) Equity Expectation ~ Qualified providers should describe how services will be accessible to residents of all backgrounds, including those without insurance or underserved and historically marginalized communities.

D. Funding Information:

All providers responding to this Request for Proposal (RFP) are hereby notified that the services, resulting from the award of this RFP, are partially funded by a federal grant. Therefore, the following requirements must be met prior to the final award:

- 1) The Catalog of Federal Domestic Assistance (CFDA) number is 93.493 – Congressional Directives.

- 2) Douglas County will conduct a suspension/debarment search using the System for Award Management (SAM) at www.sam.gov. No award will be given to a provider who has a status of “suspended or debarred” on this site.
- 3) All providers shall include their Unique Entity ID Number (UEI) with their RFP response.
- 4) All providers shall include documentation related to their active registration with the System for Award Management (SAM) prior to final award.

This project is supported through a combination of:

- 1) Federal SAMHSA funds up to \$200,000; and
- 2) Douglas County Opioid Council (DCOC) Settlement drawdown up to \$3,400,000

Additional Details for this funding stream: Service reimbursement for work performed by the successful provider, under this RFP, are partially made possible through a federal Congressional Directive Spending grant awarded and overseen by the Substance Abuse and Mental Health Services Administration (SAMHSA). Due to the total funding in the amount of \$200,000, individual service area funding amounts and/or the ways in which this funding is categorized by the U.S. Treasury, a competitive RFP process is required, even for providers offering a unique service, training or other asset on behalf of Douglas County. The grant term for the \$200,000 allocated for crisis services within the SAMHSA award is September 29, 2025 to September 30, 2026.

The successful provider will only be reimbursed from this funding stream for work performed within this term. The County may submit a “no cost extension” to SAMHSA to extend the grant beyond the end of the term. An extension can be requested for up to an additional twelve (12) months for activities not executed and goals not reached within the original term per the County’s contract and workplan executed with SAMHSA. Any mandatory requirements associated with the SAMHSA funding stream are included in the RFP requirements listed below.

E. Time Requirements/Tentative Proposal Calendar:

January 15, 2026	Request for Proposal (RFP), posted on the RME-Purchasing System
January 28, 2026	Request for Proposal (RFP), deadline for submission of questions
February 4, 2026	Request for Proposal (RFP), posting of questions/responses
February 11, 2026	Request for Proposal (RFP), due date (see page one)
February 2026	Interview of Finalists, if necessary
February 18, 2026	Final Selection
March 2026	Contract Start Date

F. Goals:

The primary goal of this project is to reduce future reliance on and utilization of the crisis system by:

- 1) Providing timely intervention to children, youth and families experiencing a behavioral health crisis.
- 2) Increasing connection to ongoing, non-crisis mental health and substance use disorder treatment, recovery and prevention services.
- 3) Increasing the capacity of local youth and family serving organizations to provide care coordination through robust community partnership.

G. Scope of Work:

The successful provider should establish and operate walk-in, bed-based, and/or other short-term crisis stabilization services for youth and families, co-located within, or nearby, a hospital setting. Additional services may include:

- 1) Crisis Stabilization Services: (These may include but are not limited to:)
 - Assessment, de-escalation, and short-term stabilization for behavioral health and/or substance use-related crises
 - Ability to safely stabilize without hospitalization when clinically appropriate

- Developmentally appropriate, trauma-informed, youth-centered care
- Family engagement and support throughout the stabilization period

2) Care Coordination & Transition Planning (These may include but are not limited to:)

- Immediate warm handoffs to community-based treatment, recovery, and supportive services
- Coordination with care compact teams, school-based providers, primary care, behavioral health specialists, and peer support
- Follow-up contacts and safety planning to reduce recurrence of crisis episodes

3) Integration with Existing Systems (These may include but are not limited to:)

- Collaboration with law enforcement, CRT/Co-Responder teams, county courts, probation, and juvenile pre-trial programs for referral and diversion pathways
- Support for emergency departments seeking alternatives to inpatient admission
- Coordinated discharge planning with CSUs, inpatient units, or lower levels of care (outpatient, community orgs)
- Coordination with Behavioral Health Administrative Service Organizations (BHASOs) and Behavioral Health Administration (BHA)

H. General Requirements:

The proposal(s) submitted in response to this RFP must be complete. Failure to provide all requested information or any significant deviation from this format may be cause for rejection of your proposal response. All proposals submitted shall become property of the County. All proposals shall include all of the information requested in this RFP for the section(s) which the provider wishes to apply, and any additional data that the provider deems pertinent to the understanding and evaluating of their proposal response. All proposals shall meet, at a minimum, all criteria outlined in the following sections. At the discretion of the County, providers submitting proposals may be requested to make presentations as part of the evaluation process. The respondent should not withhold any information from their written response in anticipation of presenting the information orally, since oral presentations may not be solicited. The County will not reimburse the respondents to this RFP for any costs associated with the preparation and submission of said proposals or in the preparation for and attendance at a presentation. The County reserves the right to request any provider submitting a proposal to clarify its proposal or to supply additional information necessary to assist in the County's selection.

I. Minimum Requirements:

Respondents shall meet all of the following minimum requirements, and confirm in writing.

- 1) Able to Conduct Business
 - a) Provider must be legally able to continuously perform work in Colorado.
 - b) Provider must be able to continuously meet the County's insurance requirements.
 - c) Provider may not be suspended or disbarred from receiving federal funds.
 - d) Provider shall not have any conflicts of interest deemed unacceptable determined solely by the County.
- 2) Organization
 - a) Provider's organizational structure must be reasonably structured and sized to establish and maintain services outlined in their response.
 - b) If the provider's parent company or corporate headquarters are not in Colorado, explain the local business presence (if any) and its organizational structure as well.
 - c) Current or prior work with federal, state or municipal agencies is not required but should be highlighted, if applicable.
- 3) Program and Management Experience
 - a) Provider must demonstrate to the County's satisfaction that:
 - i. They have ample understanding of the services outlined above that they wish to apply for including knowledge of and experience with relevant laws, regulations and policies related to behavioral health treatment, privacy and confidentiality, consent/assent practices as they relate to coordinating care for minors across HIPAA-covered and non-covered agencies.
 - ii. The providers management staff has ample understanding of reasonable means to organize and execute work in order to achieve accurate, high-quality outcomes.

- iii. The providers management staff has ample understanding of and experience with quality customer service and community collaboration.
- iv. The providers management staff has ample understanding of and experience with generally held accounting practices, separation of duties, reporting, and record keeping.
- v. The provider is able to continuously recruit and retain appropriate staff to complete the work.
- vi. The provider's management staff are able to identify staff with performance issues, and address them appropriately and timely.

J. Mandatory Information to be Included in your Proposal Response:

All proposal responses must address each of the following and be submitted with the ability to complete the work as described. Do not exclude any major or minor items of information not specifically mentioned, but which would normally and reasonably be provided. Please be advised that the greater the degree of specificity, the more likely it will be for the County to review your response favorably. Responses should be compiled in the order outlined below. Proposal responses must include, but are not limited to, the following information. Failure to provide all required information or any significant deviation from this format may be cause for rejection of your proposal response.

Section 1: Organization

- a) Include a statement related to your complete understanding of the general requirements in Section H, and a response to each of the minimum requirements listed in Section I, above.
- b) Include a completed copy of Appendix C of SAMHSA's Notice of Funding Opportunity (NOFO), attached and incorporated herein as Exhibit "B", which is required of all providers intending to provide direct client services funded by this grant.

Section 2: Services ~ for each service, please prepare your response as follows:

- a) Provide a detailed narrative of how your proposal intends to meet the objectives of the County, as outlined above in the scope of work in Section G.
- b) Provide a detailed timeline and project workplan including key milestones of the work.
- c) Provide a summary of the partnership you envision with Douglas County, the DCOC, the Douglas County Mental Health Collaborative (DCMHC) and other key players to implement crisis stabilization services. Describe the partnership you envision with the Colorado crisis continuum of care to include Co-Responders, care coordination teams, emergency departments, Walk-In Centers, Crisis Stabilization Units, in-patient mental health facilities, and law enforcement who may be referral sources for services. If partnership(s) currently exist, including those with other local hospitals, describe the partnership(s).
- d) Please explain your plan for sustaining this work beyond the period of performance. What additional funding sources will be utilized?
- e) Education, experience, and licensing requirements (if applicable for mental, behavioral, administrative, professional peer recovery, or training services) for staff who will be performing each type of service and/or activity for implementing the project.

Section 3: Expenses/Budget ~ provide a full and complete budget or accounting of all services and/or project components that includes:

- a) All administrative and overhead costs, e.g., space, hardware/technology and cyber security.
- b) A full twelve (12) months of costs once services begin, including an upper/lower end to provide all services.
- c) Any assumptions.
- d) Ensure the budget clearly identifies which services/activities are to be funded by this grant.

Section 4: Reporting and Performance Metrics ~ The successful provider will be required to report back to the County and the DCOC on process and performance metrics as required by both funding streams and to be finalized with evaluators following award. Please provide an overview of your evaluation approach.

Section 5: References/Conflicts of Interest/Legal:

- a) All responses shall include a list of three (3) current references. All references shall include name, title, address, telephone number, and e-mail address for which you are currently furnishing or have in the past furnished services on a same or similar contract. The failure to include references and/or the inability to contact the references shall be ample cause for the rejection of your proposal response.

- b) All respondents must submit written disclosure of any known potential conflicts of interest that may result during the performance of the services listed herein.
- c) List any and all legal disputes, mediations, arbitrations, and/or lawsuits in which your company has been involved over the last five (5) years, and for each, include a description of all claims asserted, a synopsis of the underlying factual allegations, and a discussion of the current status and/or outcome.

K. Preferences:

Preference may be given to applicants who demonstrate:

- Existing operations or infrastructure in Douglas County
- Experience serving children, youth, and families
- Strong coordination with county programs, CRT, and Co-Responder teams
- Ability to serve Medicaid, commercially insured, and uninsured clients
- Bilingual or culturally competent service delivery
- Co-occurring disorder expertise
- Evidence-based or well-supported crisis stabilization models
- Clear pathway to sustainability after grant completion
- Additional funding or dollars to support this effort
- The ability to provide immediate access to crisis-stabilization beds for individuals in need

SECTION TWO ~ PROPOSAL CONDITIONS AND PROVISIONS:

All proposals must be submitted in accordance with all terms, conditions, specifications, and stipulations contained herein. Respondents shall carefully read and be familiar with all terms, conditions, specifications, and stipulations contained in this RFP, which shall become part of the final contract.

All proposals must be signed by a duly-authorized official of the company. The completed and signed proposal certification page (together with all required attachments) must be uploaded to the Rocky Mountain E-Purchasing/BidNet System before the due date and time shown on page one (1).

All participating respondents, by their signature on the certification page, shall agree to comply with all terms, conditions, specifications, and stipulations of this RFP as stated or implied herein. Any alteration, erasure or interlineation by the respondent in this RFP shall constitute cause for rejection by the County. Exceptions or deviations to this RFP must not be added to the RFP pages and must be on company letterhead and accompany the proposal response.

All respondents are required to complete all of the information requested in this RFP. Failure to do so may result in the disqualification of your proposal response.

All pricing shall be fixed and subject to acceptance or rejection within ninety (90) days of the proposal due date.

The County will not be responsible for any goods delivered and/or services performed without its purchase order, signed by an authorized representative of the County's Purchasing Division.

The successful respondent will be required to provide proof of and the required limits of liability insurance, including Workers' Compensation. This proof of insurance must be in the form of a "Certificate of Insurance" and must show coverage in the amounts specified by the laws of the State of Colorado for the duration of any contract issued as a result of this RFP. Additionally, the County must be notified of any changes occurring in this coverage and the successful respondent must demonstrate to the County that such changes do not, in any way, affect the minimum liability insurance required for this proposal.

All information submitted in response to this RFP may be subject to disclosure under the Colorado Open Records Act. Respondents are discouraged from providing information that they consider confidential and/or privileged as part of their response to this RFP. If any portion of your response is identified as proprietary and/or confidential, a redacted copy must be uploaded to the Rocky Mountain E-Purchasing/BidNet System with your original/complete response.

The successful respondent may be required, as a provision of this RFP, to submit proof of compliance with governmental health and safety codes, regulations and standards, as appropriate.

The successful respondent shall be in complete compliance with all terms, conditions, specifications, and stipulations of this RFP as outlined herein. The County shall have the right to inspect the facilities and equipment of the successful respondent to ensure such compliance.

No proposal shall be accepted from, and no contract will be awarded to, any person, firm or corporation that is in arrears to the County, upon debt or contract, or that is a defaulter, as surety or otherwise, upon any obligation to the County, or that has failed to attain or demonstrate compliance with any law, ordinance, regulation, or contract term or condition as may be provided for or required in any County contract, or that may be deemed irresponsible or unreliable by the County. Respondents may be required to submit satisfactory evidence that they have a practical knowledge of this particular work and that they have the necessary financial resources to perform and complete the work outlined in this RFP.

All respondents agree to abide by all of the laws, regulations, and administrative rulings of the United States, the State of Colorado, and the County of Douglas, securing all necessary licenses/permits in connection with this RFP.

All materials furnished or services performed under the terms of this agreement/contract issued as a result of this RFP shall comply with the requirements and standards specified in the Williams-Steiger Occupational Safety and Health Act (OSHA) of 1970 (Public Law 91-596), as well as with other applicable federal, state, and local codes.

This RFP requires a formal contract to be prepared by the County. The successful provider will properly sign and furnish any documents that may be required by the County within ten (10) days (unless a longer period is allowed by the County) from the date of the receipt of the formal contract forms.

All respondents must take into consideration that only the County's documents will be used in the finalization of any contract issued as a result of this RFP. Respondents are responsible for reviewing such documents prior to submitting their proposal response. In addition, respondents should provide samples of any contractual documents that the County and the DCOC would be expected to sign.

ETHICAL STANDARDS:

It shall be a breach of ethical standards for any person to offer, give, or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation of any part of a program requirement or purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other capacity in any proceeding of application, request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or an agreement/contract or subcontract, or to any solicitation or RFP, therefore.

It shall be a breach of ethical standards for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under an agreement/contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

In the event that any gratuities or kickbacks are offered or tendered to any County employee or representative, the proposal response shall be disqualified and shall not be reinstated.

ETHICSPPOINT/NAVEX GLOBAL:

Douglas County is committed to an environment where open, honest communication is the expectation, not the exception. Douglas County has implemented a phone and Internet-based reporting system called EthicsPoint/Navex Global. The reporting system allows employees to report issues or concerns that they may have in an anonymous and confidential manner. We consider it a critical component in providing a safe, secure, and ethical workplace.

An option within the system allows vendors to also report an issue. As a vendor, you are in a position to observe not only questionable or unethical behavior by our employees but also identify areas that you would like to make a suggestion for change. By calling 1-888-337-3094 or logging-in on the Internet to www.ethicspoint.com and entering Douglas County Government, you can file a report, offer a suggestion or voice a concern. Online instructions are available on how to use the system. The EthicsPoint/Navex Global system also offers a follow-up/response mechanism. You can be assured that this is a fast, easy, and confidential system.

NON-COLLUSIVE PROPOSAL CERTIFICATION:

By the submission of your proposal, the respondent certifies that:

- 1) The proposal has been arrived at by the respondent independently and has been submitted without collusion with any other company.
- 2) The contents of the proposal have not been communicated by the respondent; nor, to the best of their knowledge and belief, by any of their employees or agents, to any person not an employee or agent of the

respondent or the surety on any bond furnished herewith, and will not be communicated to any such person prior to the official opening of this proposal.

- 3) No company shall submit more than one (1) proposal for these services.

NON-DISCRIMINATION IN EMPLOYMENT:

In connection with the performance of work under a contract issued as a result of this RFP, the successful respondent must agree not to refuse to hire, discharge, promote or demote, or to discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, gender, age, military status, sexual orientation, marital status, or physical or mental disability. The successful respondent must further agree to insert the foregoing provision into all subcontracts.

INDEMNIFICATION:

The County cannot and by this contract does not agree to indemnify, hold harmless, exonerate or assume the defense of the provider or any other person or entity whatsoever, for any purpose whatsoever. The provider shall defend, indemnify and hold harmless the County, its commissioners, officials, officers, directors, agents, and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including Workers' Compensation claims, in any way resulting from or arising from the services rendered under this contract; provided, however, that the provider need not indemnify or save harmless the County, its officers, agents and employees from damages resulting from the sole negligence of the County's commissioners, officials, officers, directors, agents, and employees.

INDEPENDENT CONTRACTOR:

The provider is an Independent Contractor and is free to perform services for other clients. Notwithstanding any provision of this contract, all personnel assigned by the provider to perform work under this contract shall be, and remain at all times, employees of the provider for all purposes. The County shall have no responsibility for any federal and state taxes and contributions for Social Security, unemployment insurance, income withholding tax, and other taxes measured by wages paid to employees of the provider and/or its designated agents. The provider acknowledges that it and its employees are not entitled to Workers' Compensation benefits or Unemployment Insurance benefits from the County, unless the provider or a third party provides such coverage, and that the County does not pay for or otherwise provide such coverage. The provider shall provide and keep in force Workers' Compensation (and provide proof of such insurance when requested by the County) and Unemployment Compensation insurance in the amounts required by law, and shall be solely responsible for its own actions, its employees and agents.

ASSIGNMENT OF PURCHASE ORDER OR CONTRACT:

The successful provider may not assign or otherwise transfer any of its rights or obligations under any purchase order or contract made and entered into pursuant to the County RFP without the prior written approval of the County Purchasing Division.

CANCELLATION:

The County reserves the right to cancel the whole or any part of a contract issued as a result of this RFP due to the failure of the successful respondent to carry out any term, promise or condition of the contract. The County will issue a written notice of default to the provider for failing to act in compliance with the terms and conditions of such a contract.

EXAMINATION OF RECORDS:

The successful provider agrees that the County shall, until the expiration of three (3) years after the final payment under a contract issued as a result of this RFP, have access to and the right to examine any directly pertinent books, documents, papers, and records of the respondent involving transactions of such contract.

TAXES:

All pricing shall reflect all applicable tax exemptions for Douglas County:

- 1) Federal Registration Number: 84-6000761
- 2) State Registration Number: 98-04428

COOPERATIVE PURCHASING:

Douglas County encourages cooperative purchasing in an effort to assist other agencies to reduce their cost of bidding and to make better use of taxpayer dollars through volume purchasing. Vendors may, at their discretion, agree to extend the prices and/or terms of the resulting award to other state or local government agencies, school districts, or political subdivisions in the event they would have a need for the same product/service. Usage by any entity shall not have a negative impact on Douglas County in the current term or in any future terms. The vendor must deal directly with any governmental agency concerning the placement of purchase orders/agreements, freight/delivery charges, contractual disputes, invoices, and payments. Douglas County shall not be liable for any costs or damages incurred by any other entity.

QUESTIONS/INQUIRIES/ADDENDUMS:

All questions related to this RFP must be submitted **ELECTRONICALLY ONLY** through the Rocky Mountain E-Purchasing/BidNet System website at (www.bidnetdirect.com/colorado/douglas-county-government). Please enter only one (1) question per line.

Questions will be received until 5:00pm on Wednesday, January 28, 2026. Responses to all questions will be posted on the Rocky Mountain E-Purchasing/BidNet System no-later-than Wednesday, February 4, 2026.

If it becomes necessary to revise any part of this RFP or if additional data is necessary to enable an exact interpretation of the provisions of this request, an addendum will be issued. It is the responsibility of the respondent to ensure that they have received all addendums prior to submitting their RFP response.

EXHIBITS:

- 1) Exhibit "A" ~ Standard Public Contract for Services (for information only)
- 2) Exhibit "B" ~ Appendix C – Confidentiality and SAMHSA Participant Protection/Human Subjects Guidelines