

**State of Maine
Master Score Sheet**

RFA# 202305112					
2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity					
Applicant Name:		An Angel's Wing Inc. (AAWI)	Aroostook Mental Health Services, Inc.	Casco Bay Recovery	ESM, Inc.
Scoring Sections	Points Available				
Part I: Application Submission Requirements	Pass/Fail	Pass	Pass	Fail	Pass
Part II: Priority Populations	10.00	0.00	0.00	N/A	0.00
Adolescent Population	10.00	0.00	10.00	N/A	10.00
Priority Counties					
Total Part II	20.00	0.00	10.00	N/A	10.00
Part III: Activities and Requirements	55.00	25.00	50.00	N/A	30.00
Part IV. Budget Form	25.00	8.00	25.00	N/A	25.00
TOTAL	<u>100.00</u>	<u>33.00</u>	<u>85.00</u>	<u>Disqualified</u>	<u>65.00</u>
Applicant Name:		Live Free Recovery	Open Door Recovery Center	Sweetser	Wabanaki Public Health and Wellness
Scoring Sections	Points Available				
Part I: Application Submission Requirements	Pass/Fail	Pass	Pass	Pass	Pass
Part II: Priority Populations	10.00	0.00	0.00	10.00	0.00
Adolescent Population	10.00	0.00	10.00	0.00	0.00
Priority Counties					
Total Part II	20.00	0.00	10.00	10.00	0.00
Part III: Activities and Requirements	55.00	17.00	18.00	30.00	40.00
Part IV. Budget Form	25.00	8.00	7.00	5.00	24.00
TOTAL	<u>100.00</u>	<u>25.00</u>	<u>35.00</u>	<u>45.00</u>	<u>64.00</u>

RFA# 202305112

2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

Applicant Name:		Wellspring, Inc.
Scoring Sections	Points Available	
Part I: Application Submission Requirements	Pass/Fail	Pass
Part II: Priority Populations	<i>10.00</i>	<i>0.00</i>
Adolescent Population	<i>10.00</i>	<i>0.00</i>
Priority Counties		
Total Part II	20.00	0.00
Part III: Activities and Requirements	55.00	53.00
Part IV. Budget Form	25.00	20.00
TOTAL	<u>100.00</u>	<u>73.00</u>

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Jul-26-2023

Via Electronic Mail: debrayork@anangelswing.org

An Angel's Wing Inc. (AAWI)
Debra York
1567 Lisbon Street
Lewiston, ME 04240

SUBJECT: Notice of Conditional Contract Award under RFA #202305112 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

Dear Ms. York,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Behavioral Health. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

- Aroostook Mental Health Services
- ESM, Inc.
- Wabanaki Public Health and Wellness
- Wellspring, Inc.

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As stated in the RFA, following announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) ([1 M.R.S. § 401](#) et seq.).

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Any person aggrieved by the award decision that results from the RFA may appeal the decision to the Director of the Bureau of General Services in the manner prescribed in [5 M.R.S.A. § 1825-E](#) and [18-554 Code of Maine Rules Chapter 120](#). The appeal must be in writing and filed with the Director of the Bureau of General Services, 9 State House Station, Augusta, Maine, 04333-0009 within 15 calendar days of receipt of notification of conditional contract award.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

DOEE4088B014465...
Sarah Squirrell
Director
Office of Behavioral Health

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



Maine Department of Health and Human Services
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TTY: Dial 711 (Maine Relay)

Jul-26-2023

Via Electronic Mail: djacques@amhc.org

Aroostook Mental Health Services, Inc.
Debra Jacques, Director of Marketing and Development
180 Academy Street, Suite 3
Presque Isle, ME 04730

SUBJECT: Notice of Conditional Contract Award under RFA #202305112 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

Dear Ms. Jacques,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Behavioral Health. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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Sincerely,

DocuSigned by:

DOEE4088B014465...
Sarah Squirrell
Director
Office of Behavioral Health

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



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TTY: Dial 711 (Maine Relay)

Jul-26-2023

Via Electronic Mail: brian@cascobayrecovery.com

Casco Bay Recovery
Brian Teague, Partner
989 Brighton Avenue
Portland, ME 04102

SUBJECT: Notice of Conditional Contract Award under RFA #202305112 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

Dear Mr. Teague,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Behavioral Health. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

D0EE4088B014465...
Sarah Squirrell
Director
Office of Behavioral Health

Janet T. Mills
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Jeanne M. Lambrew, Ph.D.
Commissioner



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TTY: Dial 711 (Maine Relay)

Jul-26-2023

Via Electronic Mail: Heather.Ulmer@ESM-Augusta.com

ESM, Inc.
Heather Ulmer
776 Riverside Drive
Augusta, ME 04330

SUBJECT: Notice of Conditional Contract Award under RFA #202305112 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

Dear Ms. Ulmer,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Behavioral Health. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

DOEE4088B014465...
Sarah Squirrell
Director
Office of Behavioral Health

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
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Jul-26-2023

Via Electronic Mail: JHouston@livefreerecoverynh.com

Live Free Recovery NH
Jennifer Houston, MLADC, LICSW, Clinical Director
17 Kit Street
Keene, NH 03431

SUBJECT: Notice of Conditional Contract Award under RFA #202305112 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

Dear Ms. Houston,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Behavioral Health. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

DOEE4088B014465...
Sarah Squirrell
Director
Office of Behavioral Health

Janet T. Mills
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Jeanne M. Lambrew, Ph.D.
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TTY: Dial 711 (Maine Relay)

Jul-26-2023

Via Electronic Mail: rgworrell@hotmail.com

Open Door Recovery Center
Bob Worrell, President
P.O. Box 46
Ellsworth, ME 04605

SUBJECT: Notice of Conditional Contract Award under RFA #202305112 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

Dear Mr. Worrell,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Behavioral Health. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

DOEE4088B014465...
Sarah Squirrell
Director
Office of Behavioral Health

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner



Maine Department of Health and Human Services
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109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Jul-26-2023

Via Electronic Mail: kworster@sweetser.org

Sweetser
Kristie Worster, Chief Program Officer
50 Moody Street
Saco, ME 04072

SUBJECT: Notice of Conditional Contract Award under RFA #202305112 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

Dear Ms. Worster,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Behavioral Health. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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Sincerely,

DocuSigned by:

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Sarah Squirrell
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Jul-26-2023

Via Electronic Mail: tcochran@wabanakiphw.org

Wabanaki Public Health and Wellness
Theresa Cochran, Director of Healing and Recovery
57 Penobscot Avenue
Millinocket, ME 04462

SUBJECT: Notice of Conditional Contract Award under RFA #202305112 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

Dear Ms. Cochran,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Behavioral Health. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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TTY: Dial 711 (Maine Relay)

Jul-26-2023

Via Electronic Mail: sfarley@wellspringsoa.org

Wellspring, Inc.
Suzanne Farley, Executive Director
98 Cumberland Street
Bangor, ME 04401

SUBJECT: Notice of Conditional Contract Award under RFA #202305112 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

Dear Ms. Farley,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Behavioral Health. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to:

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Sincerely,

DocuSigned by:

DOEE4088B014465...
Sarah Squirrell
Director
Office of Behavioral Health

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: An Angel's Wing Inc. (AAWI)

DATE: July 13, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Grace Roy, Martha Kluzak, Corinna O'Leary, Amanda Porter, Anna Ko, and Allison Weeks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Application Submission Requirements	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>0.00</i>
Adolescent Populations	<i>10.00</i>	<i>0.00</i>
Priority Counties		
Total Part II	20.00	0.00
Part III. Activities and Requirements	55.00	25.00
Part IV. Budget Form	25.00	8.00
<u>Total Points</u>	<u>100.00</u>	<u>33.00</u>

*****The Applicant did not submit Appendix A or B.*****

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: An Angel's Wing Inc. (AAWI)

DATE: July 13, 2023

**OVERVIEW OF PART I
Application Submission Requirements**

Part I. Application Submission Requirements

Evaluation Team Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Does not have a current MaineCare Provider Agreement, indicates having a forthcoming MaineCare Provider Agreement• Is not currently licensed through the Department's Division of Licensing and Certification for Behavioral Health Services, but demonstrates an understanding of the licensing/certification timelines and requirements

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: An Angel's Wing Inc. (AAWI)

DATE: July 13, 2023

**EVALUATION OF PART II
Priority Populations**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>0.00</i>
Adolescent Populations	<i>10.00</i>	<i>0.00</i>
Priority Counties		
Part II Total	20.00	0.00

Evaluation Team Comments:

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> Does not intend to serve Adolescent populations
Priority Counties
<ul style="list-style-type: none"> Does not intend to provide Residential SUD Treatment services within a priority county

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: An Angel's Wing Inc. (AAWI)

DATE: July 13, 2023

**EVALUATION OF PART III
Activities and Requirements**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Activities and Requirements	55.00	25.00

Evaluation Team Comments:

B. Project Workplans

- Did not respond to Program certifications and/or licensing; Project design; Site control; Permits/approvals; Onboarding of any new staff; or Type of residential programming through the bed expansion;
- Addressed construction but lacked detail
- Tab 2 on the project workplan spreadsheet was not completed

C. Operational Requirements

- Did not address monthly or weekly supervision for staff
- Did not address specific qualification for the staffing or total staff to be hired
- Provided location
- Total of 14 beds: 8 (3.7 -level) and 6 (3.1-level)
- Did not address hours of operation

D. Programmatic Requirements

1. Program Requirements

- Indicates providing ASAM level 3.1 (6 beds). However, no description of services provided to ASAM level 3.1 beds
- Stated Applicant would provide ASAM level 3.7 (8 beds) services
- Describes provision of ASAM level 3.5 services. Unclear how/where the ASAM level 3.5 services will be provided
- Identifies evidence based mental health treatment regimen, but does not identify SUD treatment except to say that they plan to offer co-occurring treatment including substance and alcohol use disorders
- Proposed using Assertive Community Treatment. Unclear how this model would be implemented in a residential setting
- Expects to be sustainable within 6 months

2. Equity and Consumer Engagement

- Completed data needs assessment: Data provided Maine Shared Community Health Needs Assessment (MSCHNA) for Androscoggin, Oxford, and Franklin County

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: An Angel's Wing Inc. (AAWI)

DATE: July 13, 2023

- | |
|---|
| <ul style="list-style-type: none">• Plans to review the utilization outcome data quarterly for program improvement• Indicated "not applicable" in response to complaints or issues with the Maine Human Rights |
|---|

E. Allowable and Non-Allowable Use of Funds
--

Physical Structure Project

- | |
|--|
| <ul style="list-style-type: none">• Will propose a new existing structure to be renovated and estimates the cost of purchasing a new structure would be roughly in line with current cost estimates, if the current proposed structure is not available. |
|--|

Staffing and Movable Property Project
--

- | |
|--|
| <ul style="list-style-type: none">• Will propose a new existing structure to be renovated and estimates the cost of purchasing a new structure would be roughly in line with current cost estimates, if the current proposed structure is not available. |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: An Angel's Wing Inc. (AAWI)

DATE: July 13, 2023

**EVALUATION OF PART IV
Budget Form**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Budget Form	25.00	8.00

Evaluation Team Comments:

- Does not have exact totals or line-item details for the physical structure form
- Response to Source of Project cost estimate lacks detail
- Did not fully complete the Budget form: Did not provide justification for any expenses and did not complete the anticipated date of completion cells
- The total amount of staff salaries seems excessive: Unclear if these salaries are for 3 months, or for 1 year
- It is unclear what the salary for the clinician is
- The formulas used in the budget form does not total correctly
- The van is not an allowable expense
- Allowable expenses seem reasonable

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Aroostook Mental Health Services, Inc.

DATE: July 13, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Grace Roy, Martha Kluzak, Corinna O’Leary, Amanda Porter, Anna Ko, and Allison Weeks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Application Submission Requirements	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>0.00</i>
Adolescent Populations	<i>10.00</i>	<i>10.00</i>
Priority Counties		
Total Part II	20.00	10.00
Part III. Activities and Requirements	55.00	50.00
Part IV. Budget Form	25.00	25.00
<u>Total Points</u>	<u>100.00</u>	<u>85.00</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Aroostook Mental Health Services, Inc.

DATE: July 13, 2023

**OVERVIEW OF PART I
Application Submission Requirements**

Part I. Application Submission Requirements

Evaluation Team Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Has a current MaineCare Provider Agreement• Currently licensed through the Department's Division of Licensing and Certification for Behavioral Health Services and provided evidence

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: Aroostook Mental Health Services, Inc.

DATE: July 13, 2023

**EVALUATION OF PART II
Priority Populations**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>0.00</i>
Adolescent Populations	<i>10.00</i>	<i>10.00</i>
Priority Counties		
Part II Total	20.00	10.00

Evaluation Team Comments:

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • Does not intend to serve Adolescent populations
Priority Counties
<ul style="list-style-type: none"> • Plans to provide Residential SUD Treatment service in Aroostook County

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: Aroostook Mental Health Services, Inc.

DATE: July 13, 2023

**EVALUATION OF PART III
Activities and Requirements**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Activities and Requirements	55.00	50.00

Evaluation Team Comments:

B. Project Workplans
<ul style="list-style-type: none"> Plans to fill beds lacks detail
C. Operational Requirements
<ul style="list-style-type: none"> Financially supports first-time expenses for staff working toward additional licenses States being a designated recovery-friendly employer and a National Health Service Corps (NHSC) host organization Provided the anticipated physical location: 2 beds
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> Identifies ASAM, CIWA, AC-OK, and COWS, MAT and MOUD, Motivational Interviewing, CBT, 12 Step, DBT, Transtheoretical Model, Peer Support Culturally-sensitive services and services related to supporting Sexual Assault will also be offered Provided a detailed response with evidence-based practice(s) to be used within the Residential SUD Treatment regimen, research that justifies the chosen evidence-based practice with the population of focus, and how fidelity of the evidence-based practice will be monitored Proposing to follow up with graduates to assess achievement of long-term goals Sustainable through MaineCare and Micah Wall Recovery Scholarship to cover part or all of the cost of the program. 18 beds available by 9/1/23 and full occupancy expected by 1/1/24. Catalyst funding will support gaps between beds being ready and scaling the program for full occupancy.
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> Is a CCBHC and collects robust data through electronic medical record for outpatient and once open, improved staffing will improve data gathering. Wellbriety is used for Native American populations. Data collection, satisfaction surveys, added nursing and care coordination.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: Aroostook Mental Health Services, Inc.

DATE: July 13, 2023

- | |
|---|
| <ul style="list-style-type: none">• Board of directors is comprised of 61% of members who have been consumers of behavioral health services, or their immediate family• Designated as a recovery friendly employer• Employer used grass roots efforts in collaboration with Recovery Aroostook and Link for Hope• No complaints or issues with the Maine Human Rights Commission on file |
|---|

E. Allowable and Non-Allowable Use of Funds
--

Physical Structure Project

- | |
|--|
| <ul style="list-style-type: none">• The Team is unsure if there is duplication of the expenses in the proposal with other Department contracts: The renovation of shingles and siding are included in current Department contract• It is unclear if the Applicant plans on using Department funding for match funding |
|--|

Staffing and Movable Property Project
--

- | |
|--|
| <ul style="list-style-type: none">• Staffing and Movable Property Project not applicable |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Aroostook Mental Health Services, Inc.

DATE: July 13, 2023

**EVALUATION OF PART IV
Budget Form**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Budget Form	25.00	25.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Provided a complete and detailed budget form |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Casco Bay Recovery

DATE: July 13, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Grace Roy, Martha Kluzak, Corinna O’Leary, Amanda Porter, Anna Ko, and Allison Weeks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Application Submission Requirements		X
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>N/A</i>
Adolescent Populations	<i>10.00</i>	<i>N/A</i>
Priority Counties		
Total Part II	20.00	N/A
Part III. Activities and Requirements	55.00	N/A
Part IV. Budget Form	25.00	N/A
<u>Total Points</u>	<u>100.00</u>	<u>N/A</u>

The Applicant submitted Appendix A and B but did not submit the Application Form (Appendix C) or its required attachments. Therefore, the Applicants’ is disqualified from the evaluation process.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: ESM, Inc.

DATE: July 13, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Grace Roy, Martha Kluzak, Corinna O’Leary, Amanda Porter, Anna Ko, and Allison Weeks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Application Submission Requirements	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>0.00</i>
Adolescent Populations	<i>10.00</i>	<i>10.00</i>
Priority Counties		
Total Part II	20.00	10.00
Part III. Activities and Requirements	55.00	30.00
Part IV. Budget Form	25.00	25.00
<u>Total Points</u>	<u>100.00</u>	<u>65.00</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: ESM, Inc.

DATE: July 13, 2023

**OVERVIEW OF PART I
Application Submission Requirements**

Part I. Application Submission Requirements

Evaluation Team Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Has a current MaineCare Provider Agreement• Currently licensed through the Department's Division of Licensing and Certification for Behavioral Health Services and provided evidence

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: ESM, Inc.

DATE: July 13, 2023

**EVALUATION OF PART II
Priority Populations**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>0.00</i>
Adolescent Populations	<i>10.00</i>	<i>10.00</i>
Priority Counties		
Part II Total	20.00	10.00

Evaluation Team Comments:

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> Does not intend to serve Adolescent populations
Priority Counties
<ul style="list-style-type: none"> Plans to provide Residential SUD Treatment service in Somerset County

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: ESM, Inc.

DATE: July 13, 2023

**EVALUATION OF PART III
Activities and Requirements**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Activities and Requirements	55.00	30.00

Evaluation Team Comments:

B. Project Workplans
<ul style="list-style-type: none"> • MHRT-1 staffing is not adequate to provide 3.1 care • 3.2 care is withdrawal management and would require nursing staff
C. Operational Requirements
<ul style="list-style-type: none"> • Provided physical location • Did not address number of potential consumers to be served or the health insurance payer type
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Did not fully address services that align with clinical levels proposed • Did not address research or how fidelity of the evidence -based practice will be monitored • Does not align with the ASAM lens of programming • Has 30 years' experience collaborating and coordinating with other community service agencies within the continuum of care to address social determinants of health • Has strong justice-involved collaboration • Indicates using Appendix E for MaineCare reimbursement, which is incorrect. Appendix B should be used to calculate the reimbursement rate. • Did not provide any data specific to the population of focus or other information on service gaps aside from a need for community rehabilitation services in Somerset County • Plans to collect data through the electronic mental health record to monitor and provide outreach to patients experience health disparities to improve utilization. However, did not address outcomes.
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Did not address efforts to engage Adult Consumers experiencing SUD in leadership, and direct service staffing, except for governance where they plan to include client representatives through the advisory board

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: ESM, Inc.

DATE: July 13, 2023

<ul style="list-style-type: none">• No applicable outstanding complaints or issues
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none">• Indicates the match funding would be cash
Staffing and Movable Property Project
<ul style="list-style-type: none">• Sprinkler system and security are allowable, but under allowable physical structure costs• Furnishings are allowable, but under the staffing and tangible, moveable property expense• Indicates the match funding would be cash

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: ESM, Inc.

DATE: July 13, 2023

**EVALUATION OF PART IV
Budget Form**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Budget Form	25.00	25.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• The costs of each tab in the budget form are opposite from the Application• Provided a complete and detailed budget form• The cost per bed is reasonable |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Live Free Recovery

DATE: July 19, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Grace Roy, Martha Kluzak, Corinna O’Leary, Amanda Porter, Anna Ko, and Allison Weeks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Application Submission Requirements	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>0.00</i>
Adolescent Populations	<i>10.00</i>	<i>0.00</i>
Priority Counties		
Total Part II	20.00	0.00
Part III. Activities and Requirements	55.00	17.00
Part IV. Budget Form	25.00	8.00
<u>Total Points</u>	<u>100.00</u>	<u>25.00</u>

*****The Bidder did not submit Appendix A or B*****

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Live Free Recovery

DATE: July 19, 2023

**OVERVIEW OF PART I
Application Submission Requirements**

Part I. Application Submission Requirements

Evaluation Team Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Does not have a current MaineCare Provider Agreement, indicates having a forthcoming MaineCare Provider Agreement• Is not currently licensed through the Department’s Division of Licensing and Certification for Behavioral Health Services, but demonstrates an understanding of the licensing/certification timelines and requirements

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Live Free Recovery

DATE: July 19, 2023

**EVALUATION OF PART II
Priority Populations**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	10.00	0.00
Adolescent Populations	10.00	0.00
Priority Counties		
Part II Total	20.00	0.00

Evaluation Team Comments:

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> Does not intend to serve Adolescent populations
Priority Counties
<ul style="list-style-type: none"> Does not intend to provide Residential SUD Treatment services within a priority county

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: Live Free Recovery

DATE: July 19, 2023

**EVALUATION OF PART III
Activities and Requirements**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Activities and Requirements	55.00	17.00

Evaluation Team Comments:

B. Project Workplans
<ul style="list-style-type: none"> • Response was handwritten making it difficult to read • It is unclear how the Applicant will address site control • Has two similar residential treatment facilities in New Hampshire. Intends to purchase a formerly licensed nursing home facility in Winthrop. Is currently working on obtaining permits and approvals. • Did not provide a clear plan for staffing, the facility will offer 3.7, 3.5, and 3.1 ASAM levels of care and anticipates 20 detox beds and 25-30 3.1 and 3.5 beds
C. Operational Requirements
<ul style="list-style-type: none"> • Provided minimal response to the procedures and standards for staffing • Provided physical location • Did not address hours of operation, the number of potential Consumers to be served based on the increased number of beds, and did not stratify by health insurance payer type, including MaineCare
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Did not describe the services to be offered and the Residential SUD Treatment regimen or include evidence that supports alignment with applicable American Society of Addiction Medicine (ASAM) criteria • Did not the evidence-based practice(s) to be used within the Residential SUD Treatment regimen • Did not provide research that justifies evidence-based practice with the population of focus, and how fidelity of the evidence-based practice will be monitored • Referred the evaluation team to a policy and procedure that was not provided • Outreach works to establish relationships for both incoming and outgoing referrals • Mentioned Aftercare plans are made with clients and alumni programs are in place to continue to support and involve clients but did not describe who or how they would collaborate pre- and post-discharge. A description on the specifics of these alumni programs were not provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: Live Free Recovery

DATE: July 19, 2023

<ul style="list-style-type: none"> • Indicated revenue will grow as the organization shows positive growth in the community • Indicates this project will be sustainable through MaineCare
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Did not address 2.a. • Did not address the plan to monitor utilization • Plans to use an alumni program to continue to monitor outcomes • Did not address how they Applicant will adapt approaches as necessary to improve utilization and outcomes • Response provided did not address D.2.c. • Medical and clinical leadership has already obtained licensure for NH and Maine • There are no grievance or complaints
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • Zoning, architectural needs, exterior and interior improvements to bring the building to an updated state which meets zoning and building requirements • It is unclear if the Applicant is planning for match fund
Staffing and Movable Property Project
<ul style="list-style-type: none"> • All furnishings for residential services required will need to be purchased. All staff and group needs will need to be purchased. The property is currently empty • Did not address match fund

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Live Free Recovery

DATE: July 19, 2023

**EVALUATION OF PART IV
Budget Form**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Budget Form	25.00	8.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• The match and source of estimates is not addressed• It is unclear if the \$690K total, or if each section totals \$690K• The amounts in the file does not match with the budget form• Provided minimal detail for justifications• Did not provide dates of completion for all cells |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Open Door Recovery Center

DATE: July 13, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Grace Roy, Martha Kluzak, Corinna O’Leary, Amanda Porter, Anna Ko, and Allison Weeks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Application Submission Requirements	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>0.00</i>
Adolescent Populations	<i>10.00</i>	<i>10.00</i>
Priority Counties		
Total Part II	20.00	10.00
Part III. Activities and Requirements	55.00	18.00
Part IV. Budget Form	25.00	7.00
<u>Total Points</u>	<u>100.00</u>	<u>35.00</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Open Door Recovery Center

DATE: July 13, 2023

**OVERVIEW OF PART I
Application Submission Requirements**

Part I. Application Submission Requirements

Evaluation Team Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Does not have a current MaineCare Provider Agreement, indicates having a forthcoming MaineCare Provider Agreement• Is not currently licensed through the Department's Division of Licensing and Certification for Behavioral Health Services, but demonstrates an understanding of the licensing/certification timelines and requirements

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Open Door Recovery Center

DATE: July 13, 2023

**EVALUATION OF PART II
Priority Populations**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	10.00	0.00
Adolescent Populations	10.00	10.00
Priority Counties		
Part II Total	20.00	10.00

Evaluation Team Comments:

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • Does not intend to serve Adolescent populations
Priority Counties
<ul style="list-style-type: none"> • Plans to provide Residential SUD Treatment service in Hancock County

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: Open Door Recovery Center

DATE: July 13, 2023

**EVALUATION OF PART III
Activities and Requirements**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Activities and Requirements	55.00	18.00

Evaluation Team Comments:

B. Project Workplans
<ul style="list-style-type: none"> The workplan is out of date and did not use the provided workplan template
C. Operational Requirements
<p>***The formatting from this point forward did not align with the Application***</p> <ul style="list-style-type: none"> Did not address Hiring; Retention; Supervision; or Training, including confidentiality. References a policy and procedures manual, however, did not include it in the Application Does not have an anticipated physical location
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> There is no Category 3 level 2 It is unclear if the Applicant understands the ASAM criteria Did not provide evidence for alignment to ASAM criteria Did not describe what evidence-based practice(s) would be used within the Residential SUD Treatment regimen, research that justifies the chosen evidence-based practice with the population of focus, and how fidelity of the evidence-based practice would be monitored Minimally addressed how Consumers will be recruitment, did not address how they will be engaged, and retained in services, including policies and practices to support accessing and successfully completing Residential SUD Treatment services Listed partnerships across many domains during a previous residential location in 2019 and did not describe the collaboration and coordination with other community service agencies within the continuum of care to address social determinants of health Plans to coordinate and collaborate with city officials, government officials, law enforcement, agencies that offer sobriety coaching, detox services, health and

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: Open Door Recovery Center

DATE: July 13, 2023

counseling agencies, and the hospital, to engage Consumers moving to the recovery community
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Did not address how the Applicant determined the needs of its target population for this project, or provide data specific to the population of focus, information on service gaps in the target geographic area, and what instruments or procedures were used for the collection of data • Minimally responsive: treatment plans are monitored with no mention of how the plans are used to adapt approaches as necessary to improve utilization and outcomes • Did not describe efforts to engage Adult Consumers experiencing SUD in governance, leadership, and direct service staffing • Had a prior residential treatment program that closed due to deficiencies and paid back funds owed. If awarded grant funding will search for an executive director
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • Provided a budget narrative at the end of the application and directed the evaluation team to the budget narrative at the end of the application • The budget narrative provided a general, hypothetical cost structure that lacks detail • Did not address how matching funds will be used
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Provided a budget narrative at the end of the application and directed the evaluation team to the budget narrative at the end of the application. • The budget narrative provided a general, hypothetical cost structure that lacks detail • Did not address how matching funds will be used

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Open Door Recovery Center

DATE: July 13, 2023

**EVALUATION OF PART IV
Budget Form**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Budget Form	25.00	7.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Provided a picture of the “Line-item budget form,” that is not an embedded excel spreadsheet• Physical Structure: Applicant’s budget narrative section lacks detail; does not include expenses for specific items, only includes costs for broad general categories; and does not include anticipated dates of completion• Staffing and movable property: Applicant’s budget narrative section lacks detail; does not include expenses for specific items, only includes a cost for Staffing and Movable Property Project, as a whole; and does not include anticipated dates of completion |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Sweetser

DATE: July 19, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Grace Roy, Martha Kluzak, Corinna O’Leary, Amanda Porter, Anna Ko, and Allison Weeks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Application Submission Requirements	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>10.00</i>
Adolescent Populations	<i>10.00</i>	<i>0.00</i>
Priority Counties		
Total Part II	20.00	10.00
Part III. Activities and Requirements	55.00	30.00
Part IV. Budget Form	25.00	5.00
<u>Total Points</u>	<u>100.00</u>	<u>45.00</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Sweetser

DATE: July 19, 2023

**OVERVIEW OF PART I
Application Submission Requirements**

Part I. Application Submission Requirements

Evaluation Team Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Has a current MaineCare Provider Agreement• Currently licensed through the Department's Division of Licensing and Certification for Behavioral Health Services, but did not provide evidence of licensure, confirmed with licensing based and based on teams' knowledge of existing licensing with existing contracts• Currently licensed through the Department's Children's Residential Licensing for Adolescent residential services, confirmed with licensing, and based on teams' knowledge of existing licensing with existing contracts

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Sweetser

DATE: July 19, 2023

**EVALUATION OF PART II
Priority Populations**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>10.00</i>
Adolescent Populations	<i>10.00</i>	<i>0.00</i>
Priority Counties		
Part II Total	20.00	10.00

Evaluation Team Comments:

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> Plans to provide service to Adolescent populations with Substance Use Disorder (SUD) in Saco, ME
Priority Counties
<ul style="list-style-type: none"> Does not intend to provide Residential SUD Treatment services within a priority county

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Sweetser

DATE: July 19, 2023

**EVALUATION OF PART III
Activities and Requirements**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Activities and Requirements	55.00	30.00

Evaluation Team Comments:

B. Project Workplans
<ul style="list-style-type: none"> The workplan provided met requirements of the application
C. Operational Requirements
<ul style="list-style-type: none"> Recruitment strategies include providing tuition payments, and group and individual supervision There is a dedicated Training Coordinator Did not provide the total anticipated Consumers to be served based by the increased number of beds Did not stratify by health insurance payer type Unclear which building at the proposed address will be renovated
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> Group therapy with adolescents only when appropriate Demonstrate a solid understanding of the ASAM-level for the population they will serve CBT, MI, CM and Principles of Adolescent SUD treatment, research-based guide Did not address how they plan to monitor fidelity Well established agency with strong community ties Well established agency with experience pre- and post-discharge and plans for continuing to engage Consumers moving to the recovery community. Has a dedicated intake/discharge coordinator The sustainability plan does not demonstrate how the Applicant will fund the program after the award States they will work with the State to establish a rate that would support the proposed model and MaineCare would cover other services
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> Did not provide data specific to the population of focus, information on service gaps in the target geographic area, and what instruments or procedures were used for the collection of data

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Sweetser

DATE: July 19, 2023

- | |
|---|
| <ul style="list-style-type: none">• Did not describe how the project will monitor utilization and outcomes of services or how the Applicant will adapt approaches as necessary to improve utilization and outcomes• No applicable outstanding complaints or issues |
|---|

E. Allowable and Non-Allowable Use of Funds
--

Physical Structure Project

- | |
|--|
| <ul style="list-style-type: none">• The allotted building will need to have a bid placed for construction, permits/approvals, construction - including siding, window replacement, doors, roofing, demolition and disposal of waste, framing, painting, sheetrock, flooring, and HVAC system• Cost per bed would be \$675,000• The renovation costs exceed the \$150,000 per bed maximum, per the RFA• 10% match by matching funds for Facility Safety Equipment, a sprinkler system, and safety security items |
|--|

Staffing and Movable Property Project
--

- | |
|--|
| <ul style="list-style-type: none">• Not requesting Staffing and Movable Property Project funds• 10% or more, matching funds to be used in providing both staff training and development as well as to purchase staff and client computers |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Sweetser

DATE: July 19, 2023

**EVALUATION OF PART IV
Budget Form**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Budget Form	25.00	5.00

Evaluation Team Comments:

- Did not fully complete the requested Excel Budget form
- Did not provide details for line items describing funding needs for specific expenses; instead, the Bidder has a total of 2 line-items, both located under the “All Other” category. These 2 line-items are as follows: a “lump sum for 12,000 sq feet” expense line of \$4,500,000; and an “overhead expenses” line item of \$900,000. No anticipated dates of completion were provided for either item
- National average at \$375 per square foot. Sweetser would request the cost to be negotiated with the Department above the RFA amount in order to offer this service to adolescents across the state with primary substance use disorder that also have co-occurring considerations and may need a holistic approach with education component and behavioral therapy

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Wabanaki Public Health and Wellness

DATE: July 13, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Grace Roy, Martha Kluzak, Corinna O’Leary, Amanda Porter, Anna Ko, and Allison Weeks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Application Submission Requirements	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>0.00</i>
Adolescent Populations	<i>10.00</i>	<i>0.00</i>
Priority Counties		
Total Part II	20.00	0.00
Part III. Activities and Requirements	55.00	40.00
Part IV. Budget Form	25.00	24.00
<u>Total Points</u>	<u>100.00</u>	<u>64.00</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Wabanaki Public Health and Wellness

DATE: July 13, 2023

**OVERVIEW OF PART I
Application Submission Requirements**

Part I. Application Submission Requirements

Evaluation Team Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Has a current MaineCare Provider Agreement, included a copy of the letter for the enrollment application• Currently licensed through the Department's Division of Licensing and Certification for Behavioral Health Services, licensed attached

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: Wabanaki Public Health and Wellness

DATE: July 13, 2023

**EVALUATION OF PART II
Priority Populations**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>0.00</i>
Adolescent Populations	<i>10.00</i>	<i>0.00</i>
Priority Counties		
Part II Total	20.00	0.00

Evaluation Team Comments:

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • Does not intend to serve Adolescent populations
Priority Counties
<ul style="list-style-type: none"> • Does not intend to provide Residential SUD Treatment services within a priority county

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: Wabanaki Public Health and Wellness

DATE: July 13, 2023

**EVALUATION OF PART III
Activities and Requirements**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Activities and Requirements	55.00	40.00

Evaluation Team Comments:

B. Project Workplans
<ul style="list-style-type: none"> The workplan proposed indicates line items for staffing project design having a 2022-2023 timeframe It is unclear if the proposed workplan is specific to the scope of service being proposed for this RFA
C. Operational Requirements
<ul style="list-style-type: none"> Is a Substance Use Disorder Treatment and Recovery Loan Repayment Program (STAR-LRP) facility Did not provide the # of consumers to be served on the increased number of beds, did not stratify by health insurance payer type
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> The models provided are not evidence-based practices Minimally address recruitment, and did not address engagement, and retention in services, including policies and practices to support accessing and successfully completing Residential SUD Treatment services. Described collaborating Tribal health clinics; consortium of community members, subject-matter experts, substance use recovery and prevention providers Described internal and external collaboration, but lacked details on specific agencies and other stakeholders and the process to support consumers Plans to provide culturally sensitive services Plans on using an integrated holistic approach that is culturally attuned and incorporates traditional Indigenous knowledge and ceremony via a “Two Eyes Seeing” concept Will utilize federal rewards, reimbursements, grant funding, philanthropic awards, and cultural tourism revenue to sustain
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> Prioritizes indigenous individuals with lived experience No applicable complaints or issues

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: Wabanaki Public Health and Wellness

DATE: July 13, 2023

E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none">• The team is unsure if there is duplication of the expenses in the proposal with other Department contracts• Match funds will fully fund provider salaries and clinical services not covered through other funding sources
Staffing and Movable Property Project
<ul style="list-style-type: none">• Additional support for existing staff is not allowable• Proposes providing matching funds of \$60,000 (10% of the total proposed ask) in the form of in-kind and philanthropic grant dollars shall be used to support key personnel working for Cedar Road

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Wabanaki Public Health and Wellness

DATE: July 13, 2023

**EVALUATION OF PART IV
Budget Form**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Budget Form	25.00	24.00

Evaluation Team Comments:

- | |
|--|
| <ul style="list-style-type: none">• Included food, staff, travel, and electronic health system, security, and advanced security system, as well as a 24-hour security monitoring, and kitchen upgrades and catering service• Mileage seems excessive• It is unclear why on page 18, the first 2 cells indicate “completed” |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Wellspring, Inc.

DATE: July 19, 2023

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Grace Roy, Martha Kluzak, Corinna O’Leary, Amanda Porter, Anna Ko, and Allison Weeks

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Application Submission Requirements	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>0.00</i>
Adolescent Populations	<i>10.00</i>	<i>0.00</i>
Priority Counties		
Total Part II	20.00	0.00
Part III. Activities and Requirements	55.00	53.00
Part IV. Budget Form	25.00	20.00
<u>Total Points</u>	<u>100.00</u>	<u>73.00</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Wellspring, Inc.

DATE: July 19, 2023

**OVERVIEW OF PART I
Application Submission Requirements**

Part I. Application Submission Requirements

Evaluation Team Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Has a current MaineCare Provider Agreement• Currently licensed through the Department's Division of Licensing and Certification for Behavioral Health Services and provided evidence

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: Wellspring, Inc.

DATE: July 19, 2023

**EVALUATION OF PART II
Priority Populations**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Populations	<i>10.00</i>	<i>0.00</i>
Adolescent Populations	<i>10.00</i>	<i>0.00</i>
Priority Counties		
Part II Total	20.00	0.00

Evaluation Team Comments:

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> Does not intend to serve Adolescent populations
Priority Counties
<ul style="list-style-type: none"> Does not intend to provide Residential SUD Treatment services within a priority county

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT: Wellspring, Inc.

DATE: July 19, 2023

**EVALUATION OF PART III
Activities and Requirements**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Activities and Requirements	55.00	53.00

Evaluation Team Comments:

B. Project Workplans
<ul style="list-style-type: none"> • Provided a letter of intent with the landlord for a proposed location of 465 South Main St, Brewer, a former Catholic School. Anticipates site plans and zoning being completed 4-5 months from the date of award. Expects construction to be completed by 5/31/24, and fully sustainable by June 2025. Currently licensed for Medically supervised withdrawal until June 11,2024. Award will add one new staff member to detox plus additional staff for a 15 bed rehab. Program will add 5 new detox beds and 15 3.1 beds. Plan to fill beds. Sustain through MaineCare and self-pay.
C. Operational Requirements
<ul style="list-style-type: none"> • Met all operational requirements
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Noted that this topic is on their list of policy initiatives for strategic planning in the fall of 2023, in order to develop a long-term strategy • Provided a detailed response that demonstrates a clear understanding of collaboration and coordination needed to address • Has an ongoing waitlist to manage sustainability
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Plans to configure the electronic health record to monitor utilization and outcomes • Plans to use utilization management to tracking appropriate level of care for admissions • Did not address how they will adapt approaches as necessary to improve utilization and outcomes • noted that this topic is on their list of policy initiatives for strategic planning in the fall of 2023, in order to develop a long-term strategy • No applicable outstanding complaints or issues
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Wellspring, Inc.

DATE: July 19, 2023

- Plans to purchase a three-story building with each floor offering different levels of treatment. Detox, residential, IOP and OP
- Provided detailed response to pre-construction, exterior, and interior allowable expenses, and to ensure ADA compliance
- Indicated plan to provide 10% match, but did not provide details other than stating “contingency costs”

Staffing and Movable Property Project

- Described the staffing and tangible, movable property project and funding required to expand Residential SUD Treatment beds: furnishings and startup costs and hiring staff
- Indicated plan to provide 10% match, but did not provide details other than stating “contingency costs”

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT: Wellspring, Inc.

DATE: July 19, 2023

**EVALUATION OF PART IV
Budget Form**

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Budget Form	25.00	20.00

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Food is not an allowable expense• Did not provide justification for staff• Missing the anticipated dates of completion for staff and physical structure• Some line items lack detail to determine their allowability |
|---|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: An Angel's Wing Inc. (AAWI)

DATE: 7/11/2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Div of Facilities Management

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Applicant does not have a current MaineCare Provider Agreement but states that one is forthcoming.
<ul style="list-style-type: none"> • Applicant is not currently licensed but does have an understanding of the requirements, process and timelines.
<ul style="list-style-type: none"> • No, as they will not be serving adolescents, this is not applicable.
Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • Applicant does not intend to serve adolescent population- no priority points awarded
Priority Counties
<ul style="list-style-type: none"> • The treatment facility is not located within a priority county; no priority points awarded
Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Plan was not clear in this section; portions were not answered
C. Operational Requirements
<ul style="list-style-type: none"> • Applicant answered each section, providing details • + collaboration with St Mary's Health System and Lewiston Mayoral's Ad Hic Committee
<ul style="list-style-type: none"> • New 14-bed facility at 220 Danville Corner Road, Auburn with 2 levels of care

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: An Angel's Wing Inc. (AAWI)

DATE: 7/11/2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Div of Facilities Management

<ul style="list-style-type: none"> • 8 beds ASAM 3.7 inpatient care; 6 beds ASAM 3.1 low-intensity residential rehab services • Specific hours of operation not mentioned, although assume 24/7/365 • Gives expected numbers served by payer type
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Proposal discusses ASAM Level 3.5, whereas the 2 levels they intend to provide are 3.1 and 3.7?
<ul style="list-style-type: none"> • Intend to provide the following therapies: CBT, DBT, MI, ACT and TC • Mentions evidence from Nat'l Library of Medicine, Nat'l Institutes of Mental Health • Monitoring via patient and provider surveys, tx manuals, structured training, feedback, checklists
<ul style="list-style-type: none"> • Direct referrals (crisis line, website), referrals from partners/hospital, outreach • Lists policies but doesn't fully describe how they will help retain in service
<ul style="list-style-type: none"> • + Applicant has many collaborations with healthcare and rehabilitation providers, local and state providers, criminal justice system
<ul style="list-style-type: none"> • Applicant describes collaborations with vocational, housing, medical providers for pre-/post-discharge plans and intends to have MOUs and Affiliation Agreements in place that outline referral, transition, aftercare and discharge processes
<ul style="list-style-type: none"> • Applicant describes approach that is intertwined with renovation timeline and hiring process, expecting revenues to grow six months after all beds are filled
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • 2022 Maine Shared Community Needs Assessment, Mayoral Ad Hoc Committee, St. Mary's contracted services' research (conducted by Sheppard Pratt Solutions)
<ul style="list-style-type: none"> • Clinical Supervisor will develop plan and monitor utilization via observation and reports, patient and staff surveys; quarterly monitoring will occur with consumer and family and adjustments will be made based on the gathered data
<ul style="list-style-type: none"> • Seat on Board of Directors, leadership roles, personnel, including peer support positions
<ul style="list-style-type: none"> • N/A
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: An Angel's Wing Inc. (AAWI)

DATE: 7/11/2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Div of Facilities Management

<ul style="list-style-type: none"> Renovation (demo, HVAC and electrical upgrades, framing, sheetrock, painting, flooring) OR purchase of new structure
<ul style="list-style-type: none"> Sheetrock, painting, flooring
Staffing and Movable Property Project
<ul style="list-style-type: none"> 10.25 FTEs for ASAM 3.1 13.99 FTEs for ASAM 3.7 Training Furniture, van
<ul style="list-style-type: none"> Laptops/printers

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none"> \$135,982 per bed total - \$1.2MM / \$120k match
Staffing and Movable Property Project
<ul style="list-style-type: none"> \$701k / \$70k match

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: An Angel's Wing Inc. (AAWI)

DATE: Started 6/27/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

- Application Cover Page (**Appendix A**)
 - AK Note: Missing
- Debarment, Performance and Non-Collusion Certification (**Appendix B**)
 - AK Note: Missing.

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Met requirement, applicant has a forthcoming MaineCare Provider Agreement
<ul style="list-style-type: none">• Met requirement, described licensing/certification timelines, not currently licensed.
<ul style="list-style-type: none">• Bidder is not licensed.• Bidder did not meet the requirement – did not describe/demonstrate an understanding of the licensing/certification timelines and requirements.

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none">• Bidder did not meet the requirements for priority scoring- Bidder checked no, they do not intend to serve Adolescent populations with SUD in any location of the state.
Priority Counties
<ul style="list-style-type: none">• Bidder did not meet the requirements for priority scoring- Bidder checked yes; however, the facility is not physically located in any of the priority counties – only noted that the facility will serve patients from all counties of Maine, including Androscoggin Counties. Per Q&A Summary form's question 7

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: An Angel's Wing Inc. (AAWI)

DATE: Started 6/27/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

response, the Bidder did not meet priority scoring requirement for this section as the geographical location of the facility was not within the identified counties.
--

Part III. Activities and Requirements

B. Project Workplans

- A total of three (3) Project Workplan spreadsheets were submitted; two of the versions were the same, one of which was embedded in the submitted Application.
- Bidder did not meet the requirements:
 - Total missing details included: Program certification and/or licensing (e.g., no description of acquiring a MaineCare Provider Agreement, which would be needed); project design; site control; permits/approvals; onboarding of any new staff; type of residential programming through the bed expansion; number of beds added; plans to fill bed; and detailed plans to sustain program expansion beyond the project period (i.e.: items a-d; f-g; and j-l were all missing. "e." was addressed, but lacked detail.)
 - Of the two duplicate Project Workplan spreadsheets, no details were noted. The only information noted was "Demolition Electrical" with the anticipated date of 11/1/23 and noted as "responsibilities of Spurwink". No other details were included aside from an "N/A" response under "Type of Permit".
 - On the other Project Workplan spreadsheet, there was some additional information and details did not match the other spreadsheets. Bidder noted HVAC and Framing would be needed, no time period or anticipated date(s) included. Bidder noted that "Spurwink will begin construction immediately following approval of RFP" with an anticipated date of 9/1/23 noted. Bidder noted "N/A" for Permit and Construction/Expansion requirements; included Maine behavioral license, without period of licensure included; noted 4/1/24 for anticipated service delivery; ASAM 3.7 & ASAM 3.1 included; and the Bidder noted the following for their plan to sustain program expansion beyond the awarded funding of the project period: "Maine Care, Medicaid, Private Insurance, Grants". No information was included in this spreadsheet in regards to Staffing and Movable Property; however, the application does include a description of the need for funding for Staffing and Movable Property.

C. Operational Requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: An Angel's Wing Inc. (AAWI)

DATE: Started 6/27/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

<ul style="list-style-type: none">• Bidder did not meet the requirements:<ul style="list-style-type: none">○ Hiring – described, including potential for background checks, depend on position. Also described availability of internal hiring for positions.○ Retention – no actionable procedures described. Noted agency’s retention goal of keeping productive and talented workers.○ Supervision – described that they will ensure retained supervisory staff have established experience, skills, qualifications and/or expertise. Described how they will collaborate with St. Mary’s Health System and Lewiston Mayoral Ad Hoc Committee for additional support and advice around best practices for SUD supervision and training. Described what supervisors, in general, would be responsible for. Did not describe any procedures related to supervision (e.g., no staff supervision requirements described).○ Training, including confidentiality – described various training topics that would be required of staff, this included a training topic inclusive of confidentiality and privacy rules. Procedures and standards such as when employee training deadlines were not described. Bidder described that they would collaborate with St. Mary’s Health System and Lewiston Mayoral Ad Hoc Committee for additional support and advice around best practices for SUD supervision and training, as needed.
<ul style="list-style-type: none">• Physical location described; number of potential Adult Consumers described, and stratified by health insurance payer type.• Bidder did not meet the requirements – no hours of operation provided.
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none">• Described that the agency will provide ASAM level 3.1 (6 beds) and ASAM level 3.7 (8 beds) services; however, then describes provision of ASAM level 3.5 services. Unsure how/where the ASAM level 3.5 services come into play.• No description of services provided to ASAM level 3.1 beds.• Describes program processes for provision of ASAM level 3.7 services and services to be provided to this population. Aside from this provided description of services, and description of a required physical examination that conforms to principles established by the ASAM, there were no other specific mentions of alignment with ASAM criteria for ASAM level 3.7 beds.• P – Bidder noted that they will not segregate individuals with co-occurring disorders, and will develop a program handbook for each consumer, their

**STATE OF MAINE
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<p>family member and parent/guardian/caregiver, as applicable, at time of admission.</p>
<ul style="list-style-type: none"> • Bidder did not meet all requirements of this section. • Described that they will use holistic evidence-based treatment combining empirically validated therapies such as Cognitive Behavioral Therapy (CBT), Dialectical Behavioral Therapy (DBT), Motivational Interviewing (MI), Assertive Community Treatment (ACT), Therapeutic Communities (TC), yoga and meditation. • Insufficient research described, did not sufficiently support chosen evidence-based practices to be utilized: <ul style="list-style-type: none"> ○ One (1) study was referenced in relation to provision of DBT for individuals with SUD. However, link provided for source research directs to a study on Ayahuasca instead. ○ One (1) link was provided directing the reader to the NIH Psychotherapies webpage. ○ One (1) study, unsourced (link not provided), describes examples of effective behavioral therapies for adults with SUD and different co-occurring mental disorders. This also referenced Contingency Management (CM) which was not described previously as a service that would be provided to patients; unsure if the vendor is planning to also provide CM. • Bidder minimally described how they will ensure fidelity of treatment via use of patient and provider surveys, treatment manuals, structured training, feedback and checklists. Bidder did not specifically describe ensuring fidelity of evidence-based practice, only referred to ensuring of treatment fidelity.
<ul style="list-style-type: none"> • Bidder did not meet all requirements of this section. • Described various methods for new consumers to request for services (website, crisis telephone line, referrals and other outreach work in communities). Also included description of various area agencies and partners the vendor would collaborate with for referrals. • Described how the Bidder strives to include consumers in everyday operations and programs and expects to do the same in the new center, without describing specific policies and practices for consumer inclusion. • Bidder describes how they have policies in place to support consumers such as: engagement; retention and outcomes in treatment; performance improvement; critical incidents; provision of services to clients; grievances; coordination of care; admission; discharge policies; follow up care; individual treatment plans; access to treatment; clinical assessments; treatment rights

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Office of Behavioral Health

<p>and right to give and withhold consent; and reports of abuse, neglect, and exploitation. Actual policies and practices were not described.</p> <ul style="list-style-type: none">• Description of engagement, retention and policies and practices to support accessing and successfully completing Residential SUD Treatment services were not included.
<ul style="list-style-type: none">• Bidder described formal and informal collaboration with local health facilities and recovery organizations in Androscoggin, Franklin, Oxford counties and across the State of Maine in order to secure placement in treatment facilities, provide training and distribution of Narcan and other harm reduction methods, host weekly Nar-anon groups and disbursed funding for recovery.• Bidder described expanding services to include 3 Level 3 MARR recovery homes.• Bidder did not meet all requirements - Although Bidder described collaboration and coordination efforts with other community service agencies for purposes of SUD-related treatment only, there was no explicit description describing the Bidder's experience in collaborating and coordinating for purposes of addressing social determinants of health. Bidder described some services provided by their stakeholders that would address social determinants of health, however it is not explicitly stated; and there is no description of collaboration or coordination in relation to these services.
<ul style="list-style-type: none">• Bidder stated they actively participate with Consumers in reacclimating back into the community through work with their MARR certified recovery homes that they operate.• Bidder described current collaboration with community agencies, State agencies and other stakeholders.• Bidder stated that they will maintain MOU with local providers of higher levels of care (ASAM 4.0) and will develop agreements with other organizations that provide transition services. The agreements would outline how each agency would play a role in the referral, transition, aftercare and discharge process.• Bidder stated they would work with community and State agencies, including local housing and businesses to develop plans for post-discharge, including finding transitional or permanent supportive housing for Consumers graduating out of services.• Bidder stated that they have garnered support from important local partners devoted to the health and well-being of the community.• Bidder did not meet all requirements – Although descriptions of community collaboration to support Consumers post-discharge was described, there was no explicit description included regarding how the Bidder plans on continuing to

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INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Office of Behavioral Health

<p>engage Consumers, specifically, moving to the recovery community. There was also no explicit description included on pre- discharge.</p>
<ul style="list-style-type: none"> • The Bidder minimally met this requirement - • The Bidder described their general plan for renovations and clinical hiring, without specific estimated length-of-time needed for completion (e.g., only describes that the Bidder will begin offering ASAM Level 3.1 services once renovations to the first-floor space are completed after the project is funded, without a description on length-of-time). • Bidder stated that, since they believe the needs of the area are great, all beds will be filled once services are on offer, and that revenue will continue to grow over the first six (6) months of the project. The Bidder stated that the Center will become sustainable once renovations are finished and hiring of new clinical staff is completed. Aside from the mention that revenue will continue to grow over the first six (6) months of the project, there was no description on length-of-time indicating when exactly revenue is expected to displace awarded funds after the project period.
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Bidder used acronym “BMH” without spelling out the full term; unsure what BMH is referring to. • The Bidder described the results found from the 2022 Maine Shared Community Health Needs Assessment (MSCHNA) for Androscoggin County; Oxford County; and Franklin County. The Bidder also described how research was conducted for this project, Bidder inclusion on project was not noted in this description. • Bidder described population amounts based on 2020 US Census data and how the availability of beds to serve Consumers with SUD did increase at the same pace of Behavioral Emergency Department (BED) volumes. • Bidder minimally met requirement – Although the Bidder described various research conducted by outside parties on top health priorities for the Androscoggin, Oxford and Franklin County areas; the only service gap described was a lack of beds in the “expanded service area” (no description was included on exactly what this service area is referring to).
<ul style="list-style-type: none"> • Bidder met requirement – however, description on monitoring was not detailed • The Bidder stated that once the Center becomes operational, they will hire a Clinical Supervisor to provide oversight for the project in collaboration with the Bidder’s Director. The Bidder described that the Supervisor would be responsible for developing a monitoring plan with clear milestones for service

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INDIVIDUAL EVALUATION NOTES**

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<p>utilization and outcomes including success, retention, recidivism, replace and program return rates; and described how this would be measured qualitatively through observation and reports and quantitatively through implementation of patient and staff surveys.</p> <ul style="list-style-type: none"> • Bidder stated that the Clinical Supervisor would revisit the monitoring plan on a quarterly basis in collaboration with staff, Consumers and their families in order to ensure outcomes are met. Should problems or issues be identified, Bidder stated they would utilize the gathered data to make improvements and adjustments to the program as necessary to improve outcomes. Description of how this collaboration would occur was not included.
<ul style="list-style-type: none"> • Bidder described how they have “engaged SUD Consumers in its Board of Directors, leadership and personnel” since its inception, without describing how exactly Consumers experiencing SUD were engaged with the Board of Directors and leadership. • Bidder described engagement with Consumers experiencing SUD via offering of peer support positions; and their expectation to have a “moderate percentage” of peer support positions available as part of services offered at the new treatment center. It is unclear whether this is a volunteer and/or paid position as “volunteering” was mentioned in the sentence describing peer support positions. • Bidder did not meet this requirement – bidder only described offering of peer support positions to Consumers experiencing SUD; no description was included regarding specific efforts to engage Consumers in governance or leadership.
<ul style="list-style-type: none"> • Bidder met the requirement – stated not applicable.
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • Bidder described plan to use an existing building that was previously used for a residential program; the building would not require any additional construction costs, only renovation work. • Bidder estimated that it would cost approximately \$85,848.58 per bed in this 14 bed facility. • If the current proposed structure is not available for the project, Bidder stated they would propose a new existing structure to be renovated and estimates that the cost of purchasing a new structure would be roughly in line with current cost estimates.

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INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Office of Behavioral Health

- Bidder described that matching funds would be used to finalize the sheet rock, painting, and flooring for the renovation of the second floor.

Staffing and Movable Property Project

- Bidder described needing 13 staff people totaling 10.25 FTES for ASAM level 3.1 services on the first floor and 23 staff (13.99 FTES) to implement ASAM level 3.7 services on the second floor. Costs for staff training and development for the first 3 months of the residential SUD facility will total \$542,180.14.
- Bidder estimated that they will need 14 patient beds, 14 end tables and 28 chairs for each of the rooms; adequate equipment for staff to administer the program and serve Consumers ("adequate equipment" is not described in detail here); furniture for common spaces, including furniture for group therapy and treatment chairs; and a passenger van to adequately transport Consumers to and from hospitals, doctor's appointments, as well as for warm handoff to home or other facilities as needed. A passenger van is not included in the table of allowable expenses.

- Bidder described utilizing \$70,188 in matching funds to compliment movable equipment needs for the residential SUD facility. Bidder noted this may include purchasing of laptops and printers for staff, as needed, to implement the program.
- Bidder minimally met the requirement - Bidder did not describe if State funding would also be utilized for purchasing of laptops and printers. Bidder did not describe if matching funds would be utilized for staff training and development costs. It is unclear if the \$70,188 in matching funds is the Bidder's estimated 10% of the award value.

Part IV. Budget Form

Physical Structure Project

- Bidder submitted a total of 3 different Project Budget Forms. Version submitted via embedding within Application will be referred to as "budget form a"; the other two Project Budget Forms that were submitted will be referred to as "budget form b" and "budget form c".
- Budget Form A: did not include any costs under Physical Structure Project tab and wrote "n/a" under "Permitting and Bidding" and "Exterior Improvements". No other information was included in this tab.
- Budget Form B: noted a total of \$500,000 under "All Other" for Spurwink to complete interior updates in order to address needs for bed expansions.
- Budget Form C: this budget form included the most detail and delineated demolition, electrical, HVAC, framing ,flooring, and painting and Sheetrocking

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INDIVIDUAL EVALUATION NOTES**

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costs (total of \$500,000). Bidder also included that they were asking for a total of 14 beds in this tab. A "Total Ask" and "Total Ask/Bed" sections were included, however, the formulas do not seem to be working and total amounts are not displayed. Justification and anticipated dates of completion were not included.

- No line items were included regarding matching funds in any of the submitted project budget forms; however, the Bidder did note on the application 10% for matching funds.
- The total amount of funding requested for the physical structure project was included in the application and noted as \$1,201,880.14; it is unclear where this final amount came from as only a total of \$500,000 of physical structure project costs were described in the budget forms (budget form B & C).

Staffing and Movable Property Project

- Bidder submitted a total of 3 different Project Budget Forms. Version submitted via embedding within Application will be referred to as "budget form a"; the other two Project Budget Forms that were submitted will be referred to as "budget form b" and "budget form c".
- Budget Form A: did not include any costs under the Staffing and Movable Property tab, no information was included in this tab.
- Budget Form B: did not include any costs under the Staffing and Movable Property tab, no information was included in this tab.
- Budget Form C: this budget form included the most detail of the 3 submitted. However, there are also non-working formulas included within this tab. Justification and Completion Dates were not included. Staff salary and compensation were included in this tab, it is unclear if the Bidder expects staff salaries to be reimbursed through this grant. The "Staff Training and Development 3 mos" line item has a non-working excel formula; it is unclear what this sum should be.
- No line items were included regarding matching funds in any of the submitted project budget forms however, the Bidder did note on the application 10% for matching funds.
- The total amount of funding requested for staffing and movable property was \$701,880.14; due to non-working formulas, it is unclear where this total amount is coming from when reviewing Budget Form C. Total line item costs for all items in this tab, aside from staff training and development only add up to \$159,700.

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RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: An Angel's Wing Inc. (AAWI)

DATE: 7/5/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> No current MaineCare Provider Agreement, one is forthcoming.
<ul style="list-style-type: none"> No current license, anticipate licensing within 3 months as the anticipated location is currently set up for residential and will be remodeled.
<ul style="list-style-type: none"> No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> No
Priority Counties
<ul style="list-style-type: none"> Applicant indicates Yes, but explanation says the facility will not be located in a priority county, but will serve people from all counties. <u>Androscoggin</u> is the identified county of the facility.

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> Workplan within the application is minimally filled out. Service delivery expected to begin by 4/1/24. The only information provided in allowable expense table is \$500,000 required for interior updates for bed expansion. Not details. Physical Structure table not filled out.
C. Operational Requirements
<ul style="list-style-type: none"> All areas meet for planning and process for hiring, but does not identify specific qualified staff or number of staff that will be hired within the application.

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DATE: 7/5/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

<ul style="list-style-type: none"> • 220 Danville Corner Rd, Auburn. Anticipate serving approximately 448 people annually and will add 8 (3.7) and 6 (3.1) beds (14 beds)
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Agency identifies adding 3.1 level of programming, but defines 3.5 level of programming. Otherwise, meets.
<ul style="list-style-type: none"> • Agency identifies evidence based mental health treatment regimen, but does not identify SUD treatment except to say that they plan to offer co-occurring treatment including substance and alcohol use disorders.
<ul style="list-style-type: none"> • Meets
<ul style="list-style-type: none"> • Meets
<ul style="list-style-type: none"> • Meets
<ul style="list-style-type: none"> • Funding will be used for ramp up services, training, and onboarding new staff. They expect to generate enough revenue to cover operational cost within 6 months.
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Meets. Data provided Maine Shared Community Health Needs Assessment (MSCHNA) for Androscoggin County.
<ul style="list-style-type: none"> • Meets
<ul style="list-style-type: none"> • SUD Consumers on board of directors, leadership, and personnel. Peer Support.
<ul style="list-style-type: none"> • Not applicable.
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • Agency plans to use an existing building that was previously used as a residential program. Construction costs are not required, but renovation costs are needed. Demolition to ensure 6 beds on first floor and 8 beds on second floor, electrical and HVAC upgrades, framing sheetrock, painting, and flooring.
<ul style="list-style-type: none"> • Matching funds will be used to finalize sheet rock, painting, and flooring for renovations to the second floor.
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Anticipates hiring 13 staff for 3.1 and 23 staff for 3.7. Cost of onboarding staff is estimated to be \$542,180.14. Estimates for 14 beds, 14 end tables, 28 chairs, common space furniture including group therapy and treatment chairs, and a passenger van.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT NAME: An Angel's Wing Inc. (AAWI)

DATE: 7/5/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

- | |
|--|
| <ul style="list-style-type: none">• Agency will utilize \$70,188 in matching funds for Catalyst costs which may include laptops and printers to implement the programming. |
|--|

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none">• 1,201,880 – Renovations to existing location (general construction, electrical, HVAC) or purchase of a new building
Staffing and Movable Property Project
<ul style="list-style-type: none">• \$701,880 – Hiring and Onboarding for 3 months, beds, furniture, van

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: An Angel's Wing Inc. (AAWI)

DATE: 7/6/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> Does not have a current agreement States they have a forthcoming MaineCare Provider agreement
<ul style="list-style-type: none"> Does not have a current license States they will follow all rules and regulations to be licensed
<ul style="list-style-type: none"> No, plans to work with adults

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> No
Priority Counties
<ul style="list-style-type: none"> No, physical location is in Androscoggin County States they will accept people from all counties

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> P: N: Does not include number of beds added or plans to fill beds in the work plan N: Does not include staffing information in the work plan Q: Is Spurwink completing the construction or contacting with a contractor? Q: Time frame for each part of the project design? I: Workplan shows use of existing building that does not require permits
C. Operational Requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: An Angel's Wing Inc. (AAWI)

DATE: 7/6/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> • P: Hiring outline includes the hiring process • P: Includes the need for background checks • N: Hiring outline does not include standards/requirements for employees • P: Retention outline includes discussion on compensation and benefits • P: Includes mission for a positive and respectful workplace • P: Supervision includes agencies they will work with to ensure best practices • N: Does not mentioned required weekly/monthly supervision needed to maintain certification/license of clinical staff
<ul style="list-style-type: none"> • 220 Danville Corner Rd, Auburn • Level 3.1 6 beds, 400 adults per year • Level 3.7 8 bed, 48 adults per year • 20% Medicare, 35% Medicaid, 35% MaineCare, and 10% Self Pay
<p>D. Programmatic Requirements</p>
<p>1. Program Requirements</p>
<ul style="list-style-type: none"> • ASAM Level 3.1 Clinically Managed, Low-intensity Residential • Q: Are the criteria for treatment for 3.1 and 3.15 similar? • P: Intense Evidence Based groups sessions, clinical services, daily living skills • ASAM Level 3.7 Medically Monitored Intensive Inpatient Services
<ul style="list-style-type: none"> • Harm Reduction • Cognitive Behavioral Therapy • Dialectical Behavior Therapy • Motivational Interviewing • Assertive Community Treatment • Therapeutic Communities • P: Includes research • P: Includes strategies for fidelity including patient and provider surveys and training
<ul style="list-style-type: none"> • Website • Referrals from area agencies and partners • Outreach work in the community
<ul style="list-style-type: none"> • P: Has ongoing collaboration with local agencies, hospitals, city government.
<ul style="list-style-type: none"> • Agreements with local agencies that provide transitions services to outline how these agencies can work together in a referral process
<ul style="list-style-type: none"> • Staff and begin services in level 3.1 first, while 3.7 is being renovated • Expects beds to be full quickly due to high demand and expects to be fully sustainable on generated revenue from these beds

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: An Angel's Wing Inc. (AAWI)

DATE: 7/6/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Shared data from the 2022 Maine Shared Community Health Needs Assessment for 3 counties local to their location. • Used a service gap study conducted by St. Mary's Healthcare
<ul style="list-style-type: none"> • Will create a monitoring system using qualitative and quantitative data • Clinical Supervisor will review this data quarterly and create a plan to make improvements and adjustments as needed
<ul style="list-style-type: none"> • Consumers are on the Board of Directors, in leadership roles, and as personnel • Includes graduates of the program in peer support roles • None reported
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • Renovation project • Demolition of interior walls to ensure the creations of 14 beds • HVAC and Electrical upgrades • Framing, sheetrock, painting, and flooring on both floors • I: Mentions finding a new building to renovated if the one currently in mind is not available for the project
<ul style="list-style-type: none"> • Completing the second floor
Staffing and Movable Property Project
<ul style="list-style-type: none"> • 13 staff totaling 10.25 Full Time Employees for Level 3.1 • 23 staff totaling 13.99 Full Time Employees for Level 3.7 • Patient beds, end tables, and 2 chairs per patient room • Furniture for common areas and group therapy rooms • Passenger van
<ul style="list-style-type: none"> • Laptop and printers for staff • Movable equipment

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none"> • Includes requested amount and matching • Within the allowed amount per bed
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Includes requested amount and matching • Within the allowed amount per bed

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: An Angel's Wing Inc. (AAWI)

DATE: 6/29/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> Meets requirement, the applicant has indicated they have a forthcoming MaineCare provider agreement
<ul style="list-style-type: none"> Meets requirement – the applicant has demonstrated familiarity with the licensing process
<ul style="list-style-type: none"> Does not meet requirement, is not licensed for children's residential and did not detail the licensing process.

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> The applicant will not serve adolescent populations
Priority Counties
<ul style="list-style-type: none"> The applicant is not located in the priority counties, but will serve patients in all counties of the State of Maine

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> Does not meet requirements –The only item written was Electrical Demolition but there was no further detail denoting a plan of new electrical construction.
C. Operational Requirements
<ul style="list-style-type: none"> Meets requirements- applicant explained their hiring process, retention, supervision, and training
<ul style="list-style-type: none"> Meets requirements – applicant detailed the above request

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: An Angel's Wing Inc. (AAWI)

DATE: 6/29/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> Meets requirements – applicant described their services I – they would offer to admit consumers 24 hours/365 days a year
<ul style="list-style-type: none"> Meets requirements – applicant provided sources for the services they are proposing
<ul style="list-style-type: none"> Meets requirements – applicant describes recruitment, engagement, and retention plans and policies.
<ul style="list-style-type: none"> Meets requirements – applicant states that they already work with DHHS and providers in this state
<ul style="list-style-type: none"> Meets requirements – applicant has described how they would collaborate and support consumers
<ul style="list-style-type: none"> Meets requirements – applicant indicated they anticipate beds to be filled within 6 months of the renovations.
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> Meets requirements – applicant included how they determined the needs of their target population.
<ul style="list-style-type: none"> Meets requirements – applicant will utilize a Clinical Supervisor who will monitor utilization and outcomes of the services
<ul style="list-style-type: none"> Meets requirements – applicant has engaged SUD Consumers in its Board of Directors, leadership, and personnel
<ul style="list-style-type: none"> The applicant states this is not applicable
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> Meets requirements – applicant described renovating an existing building
<ul style="list-style-type: none"> Meets requirements – applicant would use matching funds to finalize the sheet rock, painting, and flooring for the second floor
Staffing and Movable Property Project
<ul style="list-style-type: none"> Meets requirements – applicant described the staffing and moveable objects needed for the two programs they are proposing
<ul style="list-style-type: none"> Meets requirements – applicant would use matching funds to purchase necessary moveable equipment

Part IV. Budget Form

Physical Structure Project

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EVALUATOR NAME: Grace Roy

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<ul style="list-style-type: none">• Meets requirements – applicant provided a breakdown on costs and their proposal shows they are under the aforementioned cap
Staffing and Movable Property Project
<ul style="list-style-type: none">• Meets requirements – applicant provided a breakdown on costs and their proposal shows they are under the aforementioned cap

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: An Angel's Wing Inc. (AAWI)

DATE: 29 June 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> No, but states they have forthcoming agreement.
<ul style="list-style-type: none"> No, but they state they will submit immediately following approval of the RFP
<ul style="list-style-type: none">

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> No
Priority Counties
<ul style="list-style-type: none"> No, physical location of facility does not meet requirements.

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> Partially completed but lacks projected dates
C. Operational Requirements
<ul style="list-style-type: none"> Clearly describes and also notes they will collaborate with St. Mary's Health System and the Lewiston Mayoral Ad Hoc Committee's members for additional support and advice
<ul style="list-style-type: none"> 220 Danville Corner Road, Auburn, Maine This 8,500 sq foot facility will house 8 beds to provide ASAM 3.7 medically monitored intensive inpatient services on the second floor. The first floor of the facility would house 6 beds to provide ASAM level 3.1 clinically managed, low-intensity residential rehabilitation services. 20% or 90 will be covered by Medicare,

**STATE OF MAINE
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DATE: 29 June 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

<ul style="list-style-type: none"> • 35% or 157 will be covered by Medicaid • 35% 157 will be covered by Maine Care and other commercial/managed care services • 10% (44) will be self-pay and/or charity care
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Describes 3.5 but earlier stated they would provide 3.1 and 3.7 • Clearly description of 3.7
<ul style="list-style-type: none"> • CBT • DBT • ACT? In residential setting? • TC • CM
<ul style="list-style-type: none"> • Referrals will be generated from area agencies and partners working in the behavioral health and SUD treatment centers including St. Mary's Regional Medical Center, which operates a level 4 Medically Managed Intensive Inpatient Service, other hospital emergency rooms, crisis stabilization units operated by Sweetser as well as others, homeless outreach, partnerships, and allies
<ul style="list-style-type: none"> • Well integrated in community- OCFS/Justice system programs around food insecurities/harm reduction/ finances/
<ul style="list-style-type: none"> • MARR certified recovery homes • Behavioral Health ER • the transition, aftercare, and discharge processes. AAWI will work with Maine State Housing, Section 8, BRAP housing program, Lewiston Landlord Liaison project, Career Centers, Vocational Rehabilitation and local housing
<ul style="list-style-type: none"> •
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • 2022 Maine Shared Community Health Needs Assessment
<ul style="list-style-type: none"> • measured qualitatively through observation, reports, and quantitatively through the implementation of patient and staff surveys • revisit the monitoring plan on a quarterly basis to ensure that outcomes are being met
<ul style="list-style-type: none"> • SUD Consumers in its Board of Directors, leadership, and personnel
<ul style="list-style-type: none"> • Not applicable.

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EVALUATOR DEPARTMENT: DHHS/OMS

E. Allowable and Non-Allowable Use of Funds	
Physical Structure Project	
<ul style="list-style-type: none">• AAWI proposes to use an existing building that was previously used for a residential program. The building does not require additional construction costs but is rather a renovation project.• \$85,848.58 per bed	
<ul style="list-style-type: none">• Matching funds would be used to finalize the sheet rock, painting, and flooring for the renovation of the second floor.	
Staffing and Movable Property Project	
<ul style="list-style-type: none">• staff training and development for the first 3 months of the residential SUD facility will total \$542,180.14.• AAWI will utilize \$70,188 in matching funds to compliment the movable equipment needs for the residential SUD facility	

Part IV. Budget Form	
Physical Structure Project	
<ul style="list-style-type: none">• Only mentions framing- start 9/1/2023	
Staffing and Movable Property Project	
<ul style="list-style-type: none">• Lists van	

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INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Aroostook Mental Health Services, Inc.

DATE: 7/11/2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes- evidence of licensure included
<ul style="list-style-type: none"> • N/A

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No- N/A- intends to serve adults- no priority points awarded
Priority Counties
<ul style="list-style-type: none"> • Yes- Aroostook- priority points awarded

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Complete, timelines provided, reasonable
C. Operational Requirements
<ul style="list-style-type: none"> • All aspects addressed, detailed • 176 Academy Street, PI • 24/7/365 • 2 bed expansion will allow 216 individuals annually to be served • Payer type included- 95% MaineCare; + plan to serve all regardless of ability to pay
D. Programmatic Requirements
1. Program Requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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<ul style="list-style-type: none"> • Detailed description of the services offered via the Minnesota Model – CBT, MI, individual and group tx; holistic, integrated care approach • + Native American Wellbriety, + AMHC Sexual Assault advocacy services offered onsite • No denial based on MOUD/MAUD diagnosis
<ul style="list-style-type: none"> • Included both the evidence-based practices and research to support the practice • Fidelity via a 5-pronged approach- supervision/trainings, audits by QD, peer support/coaching, 6 mo follow-up assessments
<ul style="list-style-type: none"> • Recruitment through referrals (legal channels, healthcare providers, detox) • Engagement and Retention through clear communication of expectations and inclusion of support systems • Listed policies that help support the engagement and retention
<ul style="list-style-type: none"> • +50 contractual agreements with a wide variety of partners (educational, medical, legal, social service agencies, peer support resources)
<ul style="list-style-type: none"> • + post-discharge planning begins on the day of referral and occurs throughout stay
<ul style="list-style-type: none"> • MaineCare funding, Catalyst funding, Micah Wall Recovery Scholarship fund
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> • Consumer input during stay, post-discharge surveys, family feedback • +AMHC’s own programs and outreach, collaboration with jails, crisis units, healthcare providers, homeless shelters
<ul style="list-style-type: none"> • +EMR data collection, nursing and care coordination, satisfaction surveys
<ul style="list-style-type: none"> • +61% of board are consumers of behavioral health services, Peer Advisory Committee, employment of consumers, volunteer/grassroots groups
<ul style="list-style-type: none"> • N/A
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • Construction of a bedroom, window, roof repair, siding • Construction of a group room in a current garage
<ul style="list-style-type: none"> • Surveying, engineering, design
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • N/A
<ul style="list-style-type: none"> • N/A

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EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none">• Provided, \$300k, match indicated
Staffing and Movable Property Project
<ul style="list-style-type: none">• N/A

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Aroostook Mental Health Services, Inc.

DATE: 6/29/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Met requirement, has current MaineCare Provider agreement.
<ul style="list-style-type: none"> • Met requirement – has licensure and submitted a scan of license with application.
<ul style="list-style-type: none"> • Bidder selected N/A.

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • Bidder selected no.
Priority Counties
<ul style="list-style-type: none"> • Bidder selected yes, that services will be provided in Aroostook County.

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Embedded version in Bidder’s application was empty, Bidder noted in application to refer to attached Project Workplan Spreadsheet. • “a.” – Bidder included information on Behavioral Health Services licensing, period of licensure and noted responsible staff. • “b.” – Bidder described project design of adding 2 additional beds to facility, with anticipated date of 10/1/23. • “c” – Met requirement. • “d” – Bidder noted Fire Marshal & City Building Permits, with approval dates of 10/1/22 & 10/15/22 respectively.

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- “e” – Met requirement, noted responsible parties.
- “f” – Met requirement, noted that no additional staffing would be required in order to add 2 additional beds.
- “g” – Did not include any information on type of residential programming to be provided through the bed expansion, aside from noting that all beds will require ASAM level of care. Bidder only wrote “N/A – proposal is for physical structure project only” on the tab for “Staffing and Movable Property”.
- “h” – Bidder only stated that “All beds required to be ASAM level of care”, no details noted on what exact ASAM Level of Care will be provided to these 2 new beds.
- “i” – Met requirement, anticipated service delivery start date of 11/30/23.
- “j” – Bidder noted that beds will be ready for occupancy on 11/30/23 and anticipate full occupancy by 1/1/24. No detailed description on the plan to fill beds was included.
- “k” – Bidder stated that the program expansion will be financially supported beyond the awarded funding period through the billing of additional beds and notes that, as of 1/1/24, the program will be self-sustaining.

C. Operational Requirements

- “a” – Bidder noted that the workplan timeline for this proposal includes a minimum of 3 months for recruitment efforts and describes the process for hiring. Bidder noted a \$500 sign-on bonus for individuals hired for residential SUD treatment. Standards include a background check.
- “b” – Bidder described retention incentives in the form of a competitive benefits package, including a retirement plan. The Bidder pays 100% of costs for life insurance, long-term disability, and accidental death and dismemberment. Bidder also offers a tuition reimbursement program, available after 1 year of service. Bidder described time off benefits and noted that they are a designated recovery-friendly employer and a national Health Service Corps (MHSC) host organization. Bidder supports staff’ first-time expenses for staff working toward additional licenses.
- “c” – Aside from meeting staff licensure supervision requirements, the Bidder also provides 3 hours of clinical consultation per week to all direct service staff, regardless of position. Bidder also described a “two hours bi-weekly of High Performing Team meetings” and that each staff member receives 1 hour of individual consultation per week.
- “d” – Bidder described that onboarding process includes introduction to various policies, including confidentiality and mandated reporting training. Bidder noted

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<p>annual required trainings as well as other trainings offered to AMHC staff. Bidder also stated that all new staff also receive training required to deliver service at an ASAM level of care. No specifics were noted on what level of care exactly, nor on when training must be completed in relation to when a staff person may begin provision of direct services.</p>
<ul style="list-style-type: none">• Bidder noted location and that the facility will operate 24/7/365. Bidder noted that the 2-bed expansion will result in the facility serving up to 216 individuals per year. Bidder delineated historical percentages of Consumer health insurance payer types, 0% was noted for Medicare and uninsured individuals. However, the Bidder did note that it is “not unusual for individuals who are uninsured to be accepted into treatment”, and staff will then support the resident’s application to MaineCare, and if accepted, the Bidder pays retroactively for services.• Bidder also noted that, for those who are uninsured or underinsured, there is funding available through scholarships and state contracted funds. Details on specific scholarships and/or state contracted funds were not described.

D. Programmatic Requirements

1. Program Requirements

<ul style="list-style-type: none">• Bidder described that their residential SUD treatment regimen is based on the Minnesota Model of addiction treatment and structured to offer intensive 28-day/24/7 care.• Bidder described processes for individuals referred who meet criteria for specific level of care, as aligned in the ASAM criteria.• Bidder described offering of Sexual Assault advocacy services on-site, available for residents that self-identify a sexual trauma and would like support.• Bidder described how the daily substance use programming allows for different levels of intensity of care, as outlined in ASAM under Dimension 3.1 low intensity, 3.5 moderate level of intensity and 3.7 high level of intensity, dependent on the treatment plan outlined upon admission.• Bidder described use of CBT, motivational interviewing techniques and the Matrix Model (part of the Minnesota Model) as primary tools utilized.• Bidder described a separate service called “Wellbriety” that is a part of the treatment plan for their Native American residents. Per Bidder, this service offers a culturally sensitive 12-step recovery regimen from First Nation.• Bidder also provides residents with medically based educational videos; and residents are able to participate in Alcoholics Anonymous on-site and Narcotics Anonymous via Zoom and in-person through the local peer center. The
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<p>substance use peer center is on-site and engages with residents who live locally to establish peer support connections that will be used upon discharge. For non-local residents, the Bidder is provided the peer center information for their community of choice.</p> <ul style="list-style-type: none">• The Bidder described that, upon successful relocation to a new facility, they will have the capacity to complete advance protocols on-site to provide services to residents who need initial withdrawal management and the Bidder plans to advance programming to support a length of stay for up to 90 days of treatment for those assessed for medical necessity and ASAM criteria.• Bidder noted that they accept all referrals of individuals with an Opioid Use Disorder and has a medical provider who prescribes MOUD medication and can facilitate MOUD induction at time of admission.• Bidder noted that currently staff do offer some care coordination.
<ul style="list-style-type: none">• Bidder noted that they use the following evidence-based screening and assessment tools, all tools included an explanation or research article link:<ul style="list-style-type: none">○ ASAM screening tool○ Clinical Institute Withdrawal Assessment (CIWA) tool○ AC-OK Screen for Co-occurring Disorders○ Clinical Opiate Withdrawal Scale (COWS)• The Bidder noted the following Evidence-based modalities, with research linked to support each modality described:<ul style="list-style-type: none">○ Medication Assisted Treatment (MAT)/Medication Opioid Use Disorder (MOUD)○ Motivational Interviewing (MI)○ Cognitive Behavioral Therapy (CBT)○ 12-Step Programs○ Dialectical Behavioral therapy (DBT) – skills portion○ Transtheoretical Model (Stages of Change)○ Peer Support• Bidder stated that they will ensure fidelity of the evidence-based models via a five-pronged monitoring approach. Aside from ensuring fidelity via inclusion of Consumer peers in staffing; staff training and supervision; and a dedicated Quality Department leading record audits including treatment planning, documentation, customer feedback and satisfaction and training of staff; the Bidder also has staff follow-up with graduates within 6 months to assess achievement of long-term goals.
<ul style="list-style-type: none">• Bidder described their recruitment, engagement and retention policies; this included engagement with the individual's support system to encourage

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<p>Consumers to remain in the program, even when external pressures such as child care, housing and employment are bearing down on them.</p> <ul style="list-style-type: none">• Bidder noted agency policies “that support this work” – it is not clear what “this work” is referring to, aside from ensuring successful recruitment, engagement and retention in services as described in paragraph prior.• Bidder minimally met this requirement – explicit language concerning policies and practices used to support accessing and successfully completing Residential SUD Treatment services was not included.
<ul style="list-style-type: none">• Bidder noted that they worked extensively with community partners, including nearly 50 contractual agreements to support behavioral health services for school districts, hospitals, FQHCs (acronym not spelled out), county jails and social service agencies.• Bidder included examples of partnerships with community agencies for provision of substance use treatment and recovery services. This included discussion on collaboration to support sober living housing and peer recovery centers across Maine.• Bidder did not explicitly include language regarding their experience on addressing social determinants of health within the continuum of care.
<ul style="list-style-type: none">• Bidder met the requirement and described continuum of care from referral/pre-discharge to post-discharge. This staff modeling to Consumers contact with desired resources on how to advocate for needs, ask for clarification and appointment scheduling. After initial modelling, the resident will take the lead with contacting remaining additional resources, with staff offering coaching and mentoring throughout the process.• Bidder also noted collaboration with Intensive Case Manager and care coordinators in the jail setting and notes that referrals from county jails and Maine State prison are prioritized due to an individual’s significantly higher risk of relapse if treatment is not provided upon release.• Residents are educated on the topic of a being in a “recovery community”; recovery community resources; accessing resources via telehealth, when needed; and on how they can engage in the recovery community and supports in their area.• All residents are provided with a detailed post-discharge plan to share with other providers who are part of their recovery plan. The detailed post-discharge plan may include job readiness work (including school and obtaining student loans); Section 8 housing; case management; MaineCare applications; and spiritual support items, as needed.

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- Bidder noted that program expansion will be financially supported beyond the awarded funding period through billing of the additional bed.
- Bidder noted that recent State Catalyst funding will support the gaps between beds being ready and scaling up the program to achieve full occupancy.
- Bidder minimally met requirement – Bidder noted that they will have 18 beds ready for occupancy by 9/1/23, with anticipated full occupancy by 1/1/24; however, did not include a prospective timeline indicating how revenue is expected to grow and displace the awarded funds after the project period.

2. Equity and Consumer Engagement

- Bidder described determining target population needs through gathering consumer input from all residents via feedback offered through a resident's stay, post-discharge surveys and family days at the facility.
- Bidder noted that, "due to gaps in services for individuals in crisis, incarcerated/newly released from jail and unhoused", the Bidder prioritizes referrals from adult crisis stabilization units (ACSUs), jails and community hospitals. The Bidder is also a provider of crisis services for adult crisis stabilization units in Aroostook and Washington counties, and has an established process for taking direct referrals from crisis units. Data was not provided to substantiate these gaps in services for this population.
- Bidder also has substance use and crisis counselors offering services in the three county jails of Aroostook, Hancock and Washington Counties.
- Bidder partners with 9 community hospital emergency departments in their catchment area to support assessment and referrals. Bidder also collaborates with other healthcare providers throughout the three-county area and also has state-wide partners.
- Bidder also works directly with homeless shelters across the State of Maine and accepts all referrals from homeless shelters – with a focus on the individual discharging to a sober living home or with family or friends rather than returning to the homeless shelter. Staff at the agency support the individual in demonstrating positive changes made through family meetings to help garner familial support in providing a temporary living arrangement for the individual until they are successful in finding employment.
- Bidder minimally met requirement – data specific to the population of focus was not provided; generalized findings (e.g. gaps in service for a specific population) were provided.
- Bidder referred to response in 2b for information on data collection and instruments used.

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- Bidder described tracking a robust data set through its electronic medical record for outpatient services. Upon opening of the new facility, improved levels of staffing will allow the Bidder to begin tracking achievement of long-term goals of those who graduate within 6 months.
- Bidder described that their incorporation of Wellbriety as part of the treatment plan for Native American residents came about due to their monitoring of utilization and outcomes.
- Bidder stated they will add nursing and care coordination staff to the team to help engage and track health disparities as well as making necessary applications for services in the community and bridging individuals to the most appropriate community resources that will support the gains made in treatment.
- Bidder described that they will be able to monitor utilization and outcomes of services via data collection, satisfaction surveys and addition of nursing and care coordination staff; and Bidder stated they will adapt their programming as needed to improve utilizations and outcomes.

- Bidder stated that their board of directors is comprised of 61% of members who have been consumers of behavioral health services, or their immediate family.
- Bidder described how they have a Peer Advisory Committee which meets monthly with a senior leadership liaison to provide input on service enhancement, agency's strategic plan and review of client satisfaction surveys. Input and recommendations are reported back to senior leadership team for discussion and action, as needed.
- Bidder stated they have a strong history of employing current or former consumers of behavioral health services across the organization and its programs; and was recently designated as a Recovery Friendly Employer.
- Bidder also described 2 volunteer groups that have contributed to the success of two substance use peer centers and have been instrumental in providing feedback and support in the development of additional resources to support prevention, treatment, and recovery in Aroostook.
- Although Bidder met the requirement, they addressed efforts to engage consumers who have received/are-receiving behavioral services as a whole, and not specifically related to consumers experiencing SUD.

- Bidder met requirement – stated no complaints on file.

E. Allowable and Non-Allowable Use of Funds

Physical Structure Project

- Bidder noted that they will add two additional beds to the facility, requiring construction of bedroom and a window. Bidder also noted that construction will

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Aroostook Mental Health Services, Inc.

DATE: 6/29/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

<p>require repair/replacement of shingle siding as the roof in the current facility is leaking and needs repair/replacement.</p> <ul style="list-style-type: none">• Bidder noted that increased occupancy will require construction of a group room in the garage to accommodate all clients and staff; and noted the specific garage renovation work that would be needed, including a ramp for ADA accessibility.• Bidder noted that a 10% contingency has been built into the budget by engineer recommendation for any unforeseen/unplanned change orders that may occur during renovation and the budget also includes the engineering fee for the redesign.• Bidder did not meet this requirement – specific funding required to expand Residential SUD Treatment beds was not included.
<ul style="list-style-type: none">• The Bidder stated that they will match grant funding toward the surveying, engineering, and building design.
Staffing and Movable Property Project
<ul style="list-style-type: none">• Bidder wrote N/A• Bidder wrote N/A

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none">• The budget form embedded in the Bidder’s application was empty, Bidder submitted a separate budget form attachment.• Bidder separated out the 10% expense of “surveying, engineering and building design” for their agency match. Their total amount of funding requested does not include the 10% agency match; however, the agency match is the appropriate 10% amount based on the total expenses amount indicated in the budget form.• Since the Bidder is only seeking 2 new beds and the total amount requested is \$300,000 – Bidder met requirement for not exceeding total cap.
Staffing and Movable Property Project
<ul style="list-style-type: none">• The budget form embedded in the Bidder’s application was empty, Bidder submitted a separate budget form attachment.• Bidder is not requesting any funding for Staffing and Movable Property purposes (e.g., for the additional beds, the Bidder is only seeking funding for room renovations).

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Aroostook Mental Health Services, Inc.

DATE: 7/5/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Not applicable

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No
Priority Counties
<ul style="list-style-type: none"> • Yes

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Not completed
C. Operational Requirements
<ul style="list-style-type: none"> • Meets • 176 Academy Street, Presque Isle. 2 additional adult beds.
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • The agency states that they will be providing 3.1, 3.5, and 3.7 depending on need and treatment plan.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Aroostook Mental Health Services, Inc.

DATE: 7/5/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

<ul style="list-style-type: none"> Agency identifies ASAM, CIWA, AC-OK, and COWS, MAT and MOUD, Motivational Interviewing, CBT, 12 Step, DBT, Transtheoretical Model, Peer Support.
<ul style="list-style-type: none"> Meets
<ul style="list-style-type: none"> Meets
<ul style="list-style-type: none"> Meets
<ul style="list-style-type: none"> Sustainable through MaineCare and Micah Wall Recovery Scholarship to cover part of all of the cost of the program. 18 beds available by 9/1/23 and full occupancy expected by 1/1/24. Catalyst funding will support gaps between beds being ready and scaling the program for full occupancy.
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> Meets
<ul style="list-style-type: none"> Agency is a CCBHC and collects robust data through emr for outpatient and once open, improved staffing will improve data gathering. Wellbriety is used for Native American populations. Data collection, satisfaction surveys, added nursing and care coordination.
<ul style="list-style-type: none"> 61% of board comprised of members or immediate family who have been consumers of behavioral health services, designated as a Recovery Friendly Employer, Grass roots efforts in collaboration with Recovery Aroostook and Link for Hope.
<ul style="list-style-type: none"> No complaints on file.
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> Agency will add two additional beds requiring construction of one bedroom and a window. Replacement of shingle siding, the roof needs repair and replacement. Increased occupancy requires construction of a garage to accommodate consumers and staff which will need garage renovation to include heating, plumbing, HVAC, flooring, framing, sheetrock, ceiling, and IT capacity and a ramp for ADA accessibility.
<ul style="list-style-type: none"> The agency will match the grant funding with surveying, engineering, and building design.
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> N/A
<ul style="list-style-type: none"> N/A

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Aroostook Mental Health Services, Inc.

DATE: 7/5/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

Part IV. Budget Form	
Physical Structure Project	
	<ul style="list-style-type: none">• \$300,000 Agency will add two additional beds requiring construction of one bedroom and a window. Replacement of shingle siding, the roof needs repair and replacement. Increased occupancy requires construction of a garage to accommodate consumers and staff which will need garage renovation to include heating, plumbing, HVAC, flooring, framing, sheetrock, ceiling, and IT capacity and a ramp for ADA accessibility. Budget form not filled out.
Staffing and Movable Property Project	
	<ul style="list-style-type: none">• Not requested.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Aroostook Mental Health Services, Inc.

DATE: 7/10/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes, licensed attached to application
<ul style="list-style-type: none"> • NA

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No
Priority Counties
<ul style="list-style-type: none"> • Aroostook County

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Includes engineering and permits needed • P: City and Fire Marshall Permits obtained 10/2022 • Includes worked needed, anticipated dates, and the company completing the work • P: Has a current and active license through 5/29/2024 • P: No additional staffing needed
C. Operational Requirements
<ul style="list-style-type: none"> • P: Includes hiring process and need for background checks • I: Longevity bonuses as part of retention plan • P: Benefits package for retention including tuition and licensing

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Aroostook Mental Health Services, Inc.

DATE: 7/10/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> • P: Provides internal and external trainings including confidentiality • P: 3 hours of individual supervision weekly, 2 hours of team meetings bi weekly, and 1 hour of weekly consultation
<ul style="list-style-type: none"> • 176 Academy St, Presque Isle, Maine • 24/7 • Increase of 2 beds in current facility allowing for the number of served consumers to increase to 216 per year • 95% MaineCare, 3.5% private pay, and 1.5% commercial insurance
<p>D. Programmatic Requirements</p>
<p>1. Program Requirements</p>
<ul style="list-style-type: none"> • Cognitive Behavioral Therapy • Motivation Interviewing • Peer Support • On site nursing • Medications for Opioid Use Disorder • Peer Support Groups • Matrix Model (Minnesota Model) • Care Coordination • Wellbriety
<ul style="list-style-type: none"> • Evidence based screenings and assessments • Medication for Opioid Use Disorder • Motivational Interviewing • Cognitive Behavioral Therapy • Dialectical Behavior Therapy • Peer based mutual health programs • Includes research to review • P: Uses a five pronged approach to fidelity including on-site clinical supervisors, program director, quality department, including individuals with lived experience as staff, and annual staff training
<ul style="list-style-type: none"> • P: Includes knowledge of referral systems and practices • P: Includes how to handle changes in bed availability • P: Includes working with community and personal support systems • Included their policies that support recruitment and engagement
<ul style="list-style-type: none"> • I: Has contractual agreements with nearly 50 community partners • P: Includes four examples of community partnerships related to Substance Use Disorder treatment

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 7/10/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> • P: Using releases of information provider works with agencies the consumer is already engaged with pre-discharge • P: Provides care coordination to find additional resources that will be needed post discharge • Post discharge plans that include all follow up services and can be shared with community providers
<ul style="list-style-type: none"> • 95% MaineCare funding for the 2 additional beds • Micah Wall Recovery Scholarship Fund for uninsured consumers
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> • Consumer feedback during treatment and post discharge • Used this data to determine what would be included in their building
<ul style="list-style-type: none"> • Electronic Health Record used for tracking data • I: Mentions starting to track achievement on long term goals 6 months post discharge • States they will use data to adapt their programing as needed
<ul style="list-style-type: none"> • 61% of Board is made up of members (or family members) who have been consumers • Has a Peer Advisory Counsel • Recovery Friendly Employer
<ul style="list-style-type: none"> • None reported
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • Will create two new beds • Construction needed to build one of the rooms • New roof due to leaking • New occupancy will require an addition of a group room that will be a renovation to a current garage • Ramp to make the group room ADA accessible • Includes engineering fee and 10% contingency at the request of the engineer • Surveying, engineering, and building design.
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • Not asking for staffing or moveable property • NA

Part IV. Budget Form

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT NAME: Aroostook Mental Health Services, Inc.

DATE: 7/10/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

Physical Structure Project
<ul style="list-style-type: none">• Does not exceed the allowed amount• Includes the 10% match
Staffing and Movable Property Project
<ul style="list-style-type: none">• NA

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Aroostook Mental Health Services, Inc.

/DATE: 7/10/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes, the applicant has a current MaineCare provider agreement
<ul style="list-style-type: none"> • Meets requirements – the applicant attached their license which is in effect until 5/29/2024
<ul style="list-style-type: none"> • N/A

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • The applicant does not plan on serving adolescent populations
Priority Counties
<ul style="list-style-type: none"> • Meets requirements – the applicant will provide services in Aroostook County

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Meets requirements – the applicant is looking to add 2 beds to their facility, they have listed permits required, licensing changes, construction plans, staff info, type of program is ASAM, plans to fill beds by 1/1/24, and how they will self sustain.
C. Operational Requirements
<ul style="list-style-type: none"> • Meets requirements – the applicant explained their hiring process which has a timeline of 3 months due to the staffing shortages. The applicant offers a %500 sign on bonus due to these difficulties. Retention tactics include a competitive benefits package. The applicant states that supervision and training are in line with the State’s requirements for ASAM level of care.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Aroostook Mental Health Services, Inc.

/DATE: 7/10/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

<ul style="list-style-type: none"> • Meets requirements – the applicant is proposing adding 2 beds which could serve up to 216 individuals per year. • I – the applicant is expecting 95% of services to be provided to MaineCare recipients.
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Meets requirements – the applicant explained their evidenced based services that they currently utilize
<ul style="list-style-type: none"> • Meets requirements – the applicant included links and resources
<ul style="list-style-type: none"> • Meets requirements – the applicant listed referral sources and the recruitment steps they currently take
<ul style="list-style-type: none"> • Meets requirements – the applicant described the nearly 50 contractual agreements to support behavioral health services across a lot of different agencies
<ul style="list-style-type: none"> • Meets requirements – the applicant detailed post discharge engagement
<ul style="list-style-type: none"> • Meets requirements – the applicant is expecting to fill the two new beds quickly and between insurance/MaineCare and grants from a scholarship to those who are uninsured
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Meets requirements – the applicant has years of consumer input from residents
<ul style="list-style-type: none"> • Meets requirements – the applicant would have satisfaction surveys and nursing and care coordination to engage and track health disparities.
<ul style="list-style-type: none"> • Meets requirements – the applicant’s board of directors is 61% of members (or immediate family) who have been consumers of behavioral health services as well as a peer advisory committee that meets monthly.
<ul style="list-style-type: none"> • N/A – the applicant states no complaints on file
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • Meets requirements – the applicant described the changes needed to the facility
<ul style="list-style-type: none"> • Meets requirements – the applicant would use matching funds to surveying, engineering, and building design
Staffing and Movable Property Project
<ul style="list-style-type: none"> • N/A
<ul style="list-style-type: none"> • N/A

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

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/DATE: 7/10/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

Part IV. Budget Form	
Physical Structure Project	
•	Meets requirements – the applicant described the building changes needed for the two additional beds, the cost meets the cap per bed.
Staffing and Movable Property Project	
•	There is no information in this tab

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Aroostook Mental Health Services, Inc.

DATE: 29 June 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • N/A

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No
Priority Counties
<ul style="list-style-type: none"> • Services will be provided in Aroostook County.

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Very clearly laid out
C. Operational Requirements
<ul style="list-style-type: none"> • The agency financially supports first-time expenses for staff working toward additional licenses • all RTF staff regardless of position receive three hours of clinical consultation per week; two hours bi-weekly of High Performing Team meetings to advance programming, admission and discharge planning, and team operations. Finally, each RTF staff member receives one hour of individual consultation per week.
<ul style="list-style-type: none"> • 176 Academy Street, Presque Isle, Maine

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Aroostook Mental Health Services, Inc.

DATE: 29 June 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

<ul style="list-style-type: none"> • 216 individuals per year. Historically payer type is 3.5% private pay, 1.5% commercial 95% MaineCare, 0% Medicare and 0% uninsured
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • 3.1, low intensity, 3.5 moderate level of intensity and 3.7 high level of intensity • Wellbriety • medical provider who prescribes MOUD medications
<ul style="list-style-type: none"> • Demonstrated clear understanding of EBP used for SUD Tx
<ul style="list-style-type: none"> • a) outline exactly how referral sources (probation and parole, intensive case managers at county jails, primary care providers, substance use counselors, PenBay Detox) can make referrals to the program, b) coordinate with each potential client on what they can and cannot bring to the facility once they are admitted to the program, c) work with clients on modifying a new date if a bed becomes available sooner, d) work directly with a client's key service providers and legal leads, and e) engage the individual's support system to encourage remaining in the program even when external pressures are bearing down on them, such as child care, housing and employment.
<ul style="list-style-type: none"> • 50 contractual agreements to support behavioral health services for school districts, hospitals, FQHCs, county jails, and social service agencies • AMHC is the provider in Aroostook, Washington, and Hancock for the State's OPTIONS • two substance use peer centers in Aroostook, and two in Washington County
<ul style="list-style-type: none"> • Clearly demonstrated importance of integration of family/community in post discharge planning
<ul style="list-style-type: none"> • Program expansion will be financially supported beyond the awarded funding period through billing of the additional beds • Mentioned other funding from state
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Changes to program as a result of program survey feedback • prioritizes referrals from adult crisis stabilization units (ACSUs), jails, and community hospitals.
<ul style="list-style-type: none"> • data collection, satisfaction surveys (please refer to 2.a.) and added nursing and care coordination staff – will provide the RTF with regular opportunities to gauge their work and determine if it meets needs of the various populations served; adapting their programming as needed to improve utilizations and outcomes.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Aroostook Mental Health Services, Inc.

DATE: 29 June 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

<ul style="list-style-type: none"> • board of directors is comprised of 61% of members (or their immediate family) • Peer Advisory Committee
<ul style="list-style-type: none"> • N/A
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • Add to 2 beds via additional bedroom. Update siding and add group room. ADA compliance ramp • surveying, engineering, and building design.
Staffing and Movable Property Project
<ul style="list-style-type: none"> • N/A •

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none"> • 150K per bed
Staffing and Movable Property Project
<ul style="list-style-type: none"> •

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Casco Bay Recovery

DATE: July 11, 2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • No, states application will be submitted 3/2024
<ul style="list-style-type: none"> • Not mentioned- N/A, intends to serve adults
Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • States intention to serve adult population- No priority points
Priority Counties
<ul style="list-style-type: none"> • States intention to provide SUD treatment services in Cumberland County- No priority points
Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Timelines included, reasonable timeframes identified
C. Operational Requirements
<ul style="list-style-type: none"> • Included • Cumberland County- TBD; 24 hour staffing; 30 beds, but no potential number given for anticipated consumers served; 80% commercial insurance/20% MaineCare
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • ASAM 3.5 and ASAM 3.7- descriptions given

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Casco Bay Recovery

DATE: July 11, 2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

<ul style="list-style-type: none"> • Biopsychosocial evaluation, medical observation, monitoring, treatment, counseling, follow up referral via setox, clinical stabilization, counseling/therapy, ITP, holistic approaches, peer support/aftercare
<ul style="list-style-type: none"> • CBT • Journal of Consulting & Clinical Psychology • Specialized training, case conferences/supervision, standardized assessment tools
<ul style="list-style-type: none"> • + thorough descriptions, all three aspects addressed
<ul style="list-style-type: none"> • + Formal agreements, meetings, sharing of info, providing/receiving training/professional development opportunities • - Did not identify who/types of agencies with whom they collaborate other than "community agencies"
<ul style="list-style-type: none"> • Comprehensive discharge planning, referrals, sharing of info, follow up
<ul style="list-style-type: none"> • Not addressed
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> • Own awareness of referrals to out-of-state programs due to lack of bed availability instate
<ul style="list-style-type: none"> • + thorough answer: Tracking service utilization; collecting data on completion rates, assessing changes in substance use patterns; measuring improvements in physical/mental health, social functioning, overall quality of life • Adapt approaches based on data collected: evidence-based practices, modifying tx protocols, enhancing training
<ul style="list-style-type: none"> • +Client Advisory Board, Peer Support, serving on committees
<ul style="list-style-type: none"> • Not addressed
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • A&E, Permitting, Site Prep, Equipment, Mgmt, Contingency • ? Pre-construction "materials and equipment" costs • No match identified; no match description
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • ? uniforms, staff appreciation events • ? cost for washer/dryer seems high • No match identified; no match description

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT NAME: Casco Bay Recovery

DATE: July 11, 2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none">• \$450k- no match identified- intro mentions "bulk privately funded"
Staffing and Movable Property Project
<ul style="list-style-type: none">• \$300k- no match identified

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Casco Bay Recovery

DATE: 6/29/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

- Application Cover Page (**Appendix A**)
 - This was submitted as a separate PDF.
- Debarment, Performance and Non-Collusion Certification (**Appendix B**)
 - This was submitted as a separate PDF.
- Application Form (**Appendix C**) and all related documents:
 - Bidder did not use Application form and included all their answers in a word doc formatted by the agency.

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes.
<ul style="list-style-type: none"> • Bidder did not include a photo/scan of licensure; however, did provide their DHHS Licensing number at the top of their application.
<ul style="list-style-type: none"> • Bidder did not include language stating whether they are currently licensed for Adolescent residential services; however, they did provide a DHHS Licensing Number at the top of their application, no description was provided on what the licensure pertains to. • Bidder noted they will only be serving the adult population at the new 30-bed inpatient treatment facility.

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No.
Priority Counties
<ul style="list-style-type: none"> • No, services will be provided in Cumberland County.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Casco Bay Recovery

DATE: 6/29/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none">• Bidder did not use workplan attachment; however, they did attach a spreadsheet with a timeline noted.• “a” – Bidder met requirement, also included accreditation.• “b” – Bidder did not have a ‘project design’ section included in their timeline, however, they do describe their intent to seek a grant of \$750,000 to fund 5 of the 30 beds they intend to have at the new facility.• “c” – Bidder included timelines and line items for acquiring real-estate and conducting site survey.• “d” – Bidder included timeline for obtaining Certificate of Occupancy.• “e” – Bidder did not meet requirement - construction was not included in timeline.• “f” – Bidder met requirement and included an employee start date.• “g” – Bidder did not meet the requirement – Bidder did not include.• “h” – Bidder did not meet the requirement – Bidder does not include a timeline for ASAM level of care applicable to the bed expansion. Bidder does describe applicable ASAM levels of care in their application (ASAM 3.7 and ASAM 3.5); however, no timeline included.• “i” – “l” – Bidder did not meet the requirement – Bidder did not include.
C. Operational Requirements
<ul style="list-style-type: none">• “a”- Bidder described, minimally, their hiring process which includes thorough background checks.• “b” – Bidder stated that they will foster a supportive and inclusive work environment. Bidder noted a competitive compensation and benefits package, and implementation of performance evaluations and provision of constructive feedback to facilitate professional development.• “c” – Bidder stated they would conduct regular supervision sessions without a description on how often supervision sessions might occur.• “d” – Bidder stated they would develop a comprehensive orientation program for new staff members and provide ongoing training opportunities. For confidentiality, Bidder stated they would train staff on federal and state laws, such as HIPAA and would establish strict protocols and procedures for handling confidential client records and ensure compliance with data protection regulations.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Casco Bay Recovery

DATE: 6/29/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- Bidder stated treatment center would be located in Cumberland County; with a total of 30 beds, 12 of which will be dedicated to inpatient medical detoxification. Remaining 18 beds will be utilized for residential treatment. Treatment center would be staffed 24-hours.
- Bidder did not meet the requirement – Bidder did not include number of potential Adult Consumers served, stratified by health insurance payer type.

D. Programmatic Requirements

1. Program Requirements

- Bidder described services to be offered, this included ASAM level 3.7 inpatient medical detoxification services and ASAM level 3.5 clinical stabilization services. Reference to ASAM level 2.5 and 2.1 services were also included.
- Other services to be offered include: individualized treatment planning; counseling and therapy; holistic approaches (e.g., mindfulness practices, yoga, art therapy recreational activities & physical fitness programs); and peer support and aftercare.

- Bidder described how they will use Cognitive-Behavioral Therapy (CBT) within their residential SUD treatment regimen.
- Bidder did not include a link to research, however, did reference a study on effectiveness of CBT in a residential treatment setting published by the Journal of Consulting and Clinical Psychology written by Carroll et al., published in 2006. The name of this study was not provided.
- Bidder stated that, to ensure compliance with the evidence-based practice of CBT, they may implement monitoring strategies such as: providing specialized training to staff on principles and techniques of CBT; conducting case conferences/supervision sessions to discuss and enhance application of CBT; and incorporating standardized assessment tools to measure client progress and treatment outcomes. Although Bidder does not explicitly state how fidelity of CBT will be monitored, standardized assessment tools do assist with monitoring fidelity.

- Bidder described recruitment techniques via outreach, awareness and collaboration with local agencies, community organizations and healthcare providers to disseminate information and facilitate referrals.
- Bidder plans on implementing an efficient and streamlined intake process to minimize barriers to entry – a description was not provided on how they would do so.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 6/29/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

<ul style="list-style-type: none">• Bidder described desiring to provide a culturally competent approach which would include development of policies and practices that respect and promote diversity, equity and inclusivity.• Bidder also described individualized treatment planning.• Bidder plans on creating a supportive, non-judgmental and safe environment that encourages active client participation – a description was not provided on how they would do so.• Bidder described regular monitoring and feedback via “regular” (no time frame described) evaluation of client satisfaction and collection of feedback in order to identify areas of improvement and ensure client-centered services.
<ul style="list-style-type: none">• Bidder described recognizing the importance of addressing social determinants of health and described how they will collaborate and coordinate with other community service agencies in order to “provide comprehensive support to individuals beyond the scope of substance abuse treatment”.• Collaboration and coordination included establishment of formal agreements/memorandums of understanding; participation in collaborative meetings; sharing of client information with appropriate consent in order to ensure continuity of care and address social determinants that may impact treatment outcomes; and provision and receiving of training and professional development opportunities to enhance knowledge and skills in addressing social determinants of health.• Although Bidder described intended desires for collaboration and coordination with other community service agencies in order to address social determinants of health, Bidder did not describe their previous experience in this field.
<ul style="list-style-type: none">• Bidder stated they would conduct comprehensive discharge planning in collaboration with clients, families and relevant community agencies to develop a personalized aftercare plan; refer clients to appropriate community resources and services; share discharge summaries and treatment plans with collaborating agencies to facilitate continuity of care and support informed decision-making; regularly following up with clients after discharge (when regular follow-up might occur was not described); and engage clients in the recovery community by connecting them with local recovery support organizations, alumni programs and community events that promote sustained recovery and peer support.
<ul style="list-style-type: none">• Bidder noted they would continue provision of services to the adult population via utilization of a “comprehensive payor mix of commercial insurance and MaineCare.”

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 6/29/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

<ul style="list-style-type: none"> Although it is difficult to confirm due to the Bidder submitting documentation on non-Department templates, it does not seem like the Bidder provided a response to this item.
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> Bidder described how they have been providing outpatient SUD treatment services in Portland, Maine, since September, 2021; and how it made nearly 250 inpatient referrals to higher levels of inpatient care (ASAM 3.7 & ASAM 3.5) during their first 30 months of operation. Bidder noted that inpatient referrals often had to be made to out-of-state programs due to lack of bed availability within the Maine provider network. Based on these observations, the Bidder is seeking to help with filling this gap in bed availability within the State of Maine.
<ul style="list-style-type: none"> Bidder described methods for monitoring utilization and outcomes via data tracking. Bidder stated that they will adapt their approaches based on data collected and “this may involve implementing evidence-based practices, modifying treatment protocols, enhancing of staff training, or addressing specific service gaps identified through ongoing monitoring and evaluation.”
<ul style="list-style-type: none"> Bidder will establish a Client Advisory Board comprised of current and former program participants to provide input, feedback and guidance on program policies, procedures and services. Bidder will hire individuals with lived experience of SUD recovery as peer support specialists. Bidder will create opportunities for program participants to engage in leadership roles within the treatment center, such as serving on committees or participating in program development activities. Specific committees and program development activities were not described.
<ul style="list-style-type: none"> Bidder met requirement – stated they do not have any active or outstanding complaints or issues with relevant credentialing bodies or the State of Maine.
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> Bidder noted \$450,000 for pre-construction, exterior and interior costs (\$150,000 for each category). Bidder included 10% for contingency.
<ul style="list-style-type: none"> Bidder did not meet requirement – no description on matching funds’ utilization was included in the Bidder’s submitted documents.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 6/29/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

Staffing and Movable Property Project
<ul style="list-style-type: none">• Bidder noted \$300,000 for staffing and equipment costs (\$150,000 for each category).• Under staffing costs, Bidder noted \$100,000 as supplemental wages for “Key staff”. Bidder also included line items for employee benefit costs; recruitment and hiring; and other staff-related expenses (uniforms and supplies, and staff appreciation events). The only staffing expense that was noted in the allowable expenses was staff training and professional development – limited to initial 3 months.
<ul style="list-style-type: none">• Bidder did not meet requirement – no description on matching funds’ utilization was included in the Bidder’s submitted documents.

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none">• Bidder did not submit a budget form on the Department template, Bidder also did not submit a separate budget form and instead listed all costs in their application doc under the section titled “Allowable Use of Funds”.• Bidder did not meet the requirement:<ul style="list-style-type: none">○ Bidder did not include anticipated dates of completion and justification for each expense.○ Bidder did not include mention of match funding.
Staffing and Movable Property Project
<ul style="list-style-type: none">• Bidder did not submit a budget form on the Department template, Bidder also did not submit a separate budget form and instead listed all costs in their application doc under the section titled “Allowable Use of Funds”.• Bidder did not meet the requirement:<ul style="list-style-type: none">○ Bidder only included a justification for the “Supplemental Wages for Key staff” expense and did not provide any other justification for expenses.○ Bidder did not include any completion dates.○ Bidder did not include mention of match funding.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Casco Bay Recovery

DATE: 7/5/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes, Applicant has a current MaineCare Provider Agreement
<ul style="list-style-type: none"> • Agency is currently licensed as a Substance Abuse Agency (unsure if residential license). Facility not licensed as they have not acquired a building.
<ul style="list-style-type: none"> • Information not provided

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • Application wasn't used by applicant. It appears that they do not plan to serve adolescents
Priority Counties
<ul style="list-style-type: none"> • Application wasn't used by applicant. It appears that they plan to acquire a stand alone property in Cumberland County.

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Application and workplan wasn't used by applicant. Looking through free run narrative information, it appears that the agency plans to provide 3.5 and 3.7 level of care and will have 30 beds, 12 for detox and 18 for stabilization. The agency is looking for grant money to fund 5 of these beds for a total of \$750,000. Only these 5 beds will be open for MaineCare clients.
C. Operational Requirements
<ul style="list-style-type: none"> • Application not used by agency. Agency says it will hire and retain staff. No details on how many, type of staff, or how they will identify staffing covered by

**STATE OF MAINE
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DATE: 7/5/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

<p>the grant funds. Their description states “appropriately credentialed” as the only explanation for their staffing.</p>
<ul style="list-style-type: none"> Application wasn’t used by applicant. Cumberland County is the only detail for location, the plan to add 30 beds through this facility, 12 for detox and 18 for stabilization. Only 5 of these beds will be available for MaineCare adult clients.
<p>D. Programmatic Requirements</p>
<p>1. Program Requirements</p>
<ul style="list-style-type: none"> Application wasn’t used by applicant. It appears that they will offer 3.5 and 3.7 ASAM level treatment.
<ul style="list-style-type: none"> Application wasn’t used by applicant. It appears that they will use CBT treatment modalities with staff monitoring strategies.
<ul style="list-style-type: none"> Application wasn’t used by applicant. It appears that they plan to use outreach and awareness, assessment and intake, culturally competent approach, individual treatment plans, therapeutic environment engagement, discharge planning continuum of care, and supportive services, and monitoring and feedback.
<ul style="list-style-type: none"> Application wasn’t used by applicant. The only part that seems to discuss this area is coordinating for continuing care at discharge.
<ul style="list-style-type: none"> Application wasn’t used by applicant. The only part that seems to discuss this is coordinating with agencies for continuing services at discharge.
<ul style="list-style-type: none"> Application wasn’t used by applicant. This did not appear to be discussed within the submission.
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> Application wasn’t used by applicant. Not clear within submission.
<ul style="list-style-type: none"> Satisfaction surveys.
<ul style="list-style-type: none"> Application wasn’t used by applicant. Client advisory board, peer support services, leadership and governance opportunities, satisfaction surveys.
<ul style="list-style-type: none"> Agency reports none.
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> Worksheets not used by agency- Details of anticipated costs is included in their summary with details of what allowable items the funding will cover which is \$150,000 for pre-construction, \$150,000 for exterior costs, \$150,000 for interior costs, \$150,000 for staffing costs, and \$150,000 for equipment costs. It is not clear how the identified costs are broken down for the agency cost and the grant funded costs.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 7/5/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

<ul style="list-style-type: none">• The agency plans to open a new 30 bed facility. The agency will have 5 beds available for MaineCare clients. The additional 25 bed cost will be funded by the agency.
Staffing and Movable Property Project
<ul style="list-style-type: none">• The agency did not use the table. There is a summary of costs identified, but there is not a breakdown of costs other than round numbers for different areas.
<ul style="list-style-type: none">• The agency plans to open a new 30 bed facility. The agency will have 5 beds available for MaineCare clients. The additional 25 bed cost will be funded by the agency.

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none">• The agency did not use the budget form. Vague round amounts are identified for areas without a breakdown.
Staffing and Movable Property Project
<ul style="list-style-type: none">• The agency did not use the budget form. Vague round amounts are identified for areas without a breakdown.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Casco Bay Recovery

DATE: 7/10/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes, included MaineCare Provider ID
<ul style="list-style-type: none"> • Yes, included DHHS Licensing number
<ul style="list-style-type: none"> • No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No
Priority Counties
<ul style="list-style-type: none"> • No

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Includes identifying and securing a location • Purchasing furniture • Administrative and Licensing tasks • Hiring and clinical program development • Adding 30 beds, funding will only be used to provide 5 beds and those will be MaineCare funded beds
C. Operational Requirements
<ul style="list-style-type: none"> • Hiring process including writing job descriptions, background checks, and screening candidates • Retention including benefits, competitive wages, and feedback to facilitate professional development

**STATE OF MAINE
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DATE: 7/10/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> • Regular supervision and encouraging open communication • Orientation, continued training opportunities, and assistance with pursuing certifications/licenses • Train staff and establish strict protocols for confidentiality
<ul style="list-style-type: none"> • Cumberland County (no location at this time) • 12 inpatient medical detoxification beds • 18 Level 3.5 residential beds • 5 beds will be MaineCare fund and the rest through commercial insurance
<p>D. Programmatic Requirements</p>
<p>1. Program Requirements</p>
<ul style="list-style-type: none"> • 3.7 Inpatient Medical Detoxification • 3.5 Clinical Stabilization • Individualized Treatment Planning • Counseling including mindfulness, yoga, art therapy, and physical fitness • Peer Support and Aftercare
<ul style="list-style-type: none"> • Cognitive Behavioral Therapy • Includes one resource to show justification • Provide training • Conduct case conferences and hold supervision • Use standardized assessment tools to measure progress
<ul style="list-style-type: none"> • Outreach and Awareness in the community and with partner agencies • Use an efficient intake process to minimize barriers • Thorough assessments to determine level of care • Availability of trained staff • Culturally competent approach • Individualized Treatment Planning • Creating an engaging and safe environment • Evidence based practices • Foster a sense of community • Monitoring and assessing feedback
<ul style="list-style-type: none"> • Does not discuss experience • Includes a plan on how they can/will collaborate with community partners
<ul style="list-style-type: none"> • Will collaborate on discharge plans for a smooth transition • Referrals to appropriate resources • Share discharge plans with collaborating agencies • Regular follow up with clients post discharge

**STATE OF MAINE
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EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> • Does not include
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> • Data used is the number of referrals the agency has had to make for inpatient care (250) and that many of those were to out of state facilities
<ul style="list-style-type: none"> • Tracking number of individuals assessing treatment along with demographic and referral data • Tracking completion rates • Tracking substance use outcomes • Tracking quality of life including physical and mental wellbeing • Will adapt as necessary based on data including evidence based practices, staff training, and addressing service gaps
<ul style="list-style-type: none"> • Provided efforts they may include • Client Advisory Board • Peer Support Services • Leadership opportunities for consumers • Client satisfaction surveys • Including consumers as staff
<ul style="list-style-type: none"> • None reported
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • Architectural and engineering designs • Permits • Demolition, excavation, and utility connections • Construction drawings • Contractor fees • Building materials, interior finishes, and mechanical, electrical, and plumbing equipment • 10% contingency • Exterior work including siding, windows, doors, roofing and a 10% contingency • Interior work including walls/partitions, demolition, framing, ceilings, sheetrock, painting, and flooring • HVAC, Electrical, plumbing, and heat pumps • Sprinkler system • Security system
<ul style="list-style-type: none"> • Does not include

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DATE: 7/10/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

Staffing and Movable Property Project
<ul style="list-style-type: none">• Supplemental wages for key staff• Staff health and retirement benefits• Training• Online training subscriptions• Advertising• Background checks• Q: Uniforms and appreciation events?• Furniture and essentials for consumers and staff• Appliances
<ul style="list-style-type: none">• Does not include

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none">• Does not include
Staffing and Movable Property Project
<ul style="list-style-type: none">• Does not include

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Casco Bay Recovery

DATE: 7/11/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> Meets requirement – the applicant did not use the standard form, but they do state in their introduction that they are a current MaineCare provider.
<ul style="list-style-type: none"> Does not meet requirements – I do not see an attached license
<ul style="list-style-type: none"> Does not meet requirements – I do not see an attached license
Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> It is unclear, the applicant does not specify
Priority Counties
<ul style="list-style-type: none"> No, the facility will be located in Cumberland County
Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> Meets requirements – Timeline provided
C. Operational Requirements
<ul style="list-style-type: none"> Meets requirement – the applicant provided policies regarding the above
<ul style="list-style-type: none"> Does not meet requirement – the applicant proposes a 24/7 facility in Cumberland County and does indicate bed amounts broken down by payer type but does not specify if it is an adult or adolescent facility
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> Meets requirement – the applicant described their ASAM services

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 7/11/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

<ul style="list-style-type: none"> • Meets requirement – the applicant uses cognitive-behavioral therapy and referenced a source to support • N – the source is from 2006
<ul style="list-style-type: none"> • Meets requirement – the applicant included a description of recruitment, retaining, and a continuum of care
<ul style="list-style-type: none"> • Meets requirement – the applicant indicated they know how important collaboration is
<ul style="list-style-type: none"> • Meets requirement – the applicant will collaborate with other agencies throughout the process
<ul style="list-style-type: none"> • Does not meet requirements – I do not see where the applicant describes this
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> • Meets requirement – the applicant has been providing outpatient SUD treatment services in Portland, ME since 2021
<ul style="list-style-type: none"> • Meets requirement – the applicant has a few different techniques to monitor utilization and outcomes such as tracking the number of individuals accessing the service, demographic information, referral sources, and reasons for engagement to name a few
<ul style="list-style-type: none"> • Meets requirement – the applicant listed a few options such as a client advisory board, peer support services, and leadership and governance opportunities.
<ul style="list-style-type: none"> • Meets requirement – the applicant states they do not have any active or outstanding complaints or issues
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • Meets requirement – the applicant listed the steps of construction and what they anticipate them to cost. The funds would support 5 beds of this project, and those would be reserved for MaineCare members
<ul style="list-style-type: none"> • Does not meet requirements – the applicant did not specify how the matching funds would be used
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • Meets requirement – the applicant listed the steps of construction and what they anticipate them to cost.
<ul style="list-style-type: none"> • Does not meet requirements – the applicant did not specify how the matching funds would be used

Part IV. Budget Form

Physical Structure Project

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT NAME: Casco Bay Recovery

DATE: 7/11/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

- Meets requirement – the applicant budgeted the amount they would use that meets the cap

Staffing and Movable Property Project

- Meets requirement – the applicant budgeted the amount they would use that meets the cap

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Casco Bay Recovery

DATE: 30 June 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Only for Outpatient
<ul style="list-style-type: none"> •

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No
Priority Counties
<ul style="list-style-type: none"> • No

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Detailed proposal
C. Operational Requirements
<ul style="list-style-type: none"> • Demonstrated plan • The treatment center will be in Cumberland County, Maine (exact location TBD), and will have a total of 30 beds. 12 beds will be dedicated to inpatient medical detoxification, 18 beds will be allocated for residential treatment. • bulk of the project will be privately funded, grant of \$750,000 to fund 5 of the 30 beds allocated for MaineCare-insured individuals seeking inpatient SUD treatment with Casco Bay Recovery.??
D. Programmatic Requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Casco Bay Recovery

DATE: 30 June 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

1. Program Requirements
<ul style="list-style-type: none"> residential component of care that includes inpatient medical detoxification (ASAM 3.7) and clinical stabilization (ASAM 3.5)
<ul style="list-style-type: none"> CBT
<ul style="list-style-type: none"> Demonstrated
<ul style="list-style-type: none"> Establishing formal agreements Participating in collaborative meeting
<ul style="list-style-type: none"> Demonstrated understanding
<ul style="list-style-type: none"> ?
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> Inpatient referrals often must be made to out of state programs due to a lack of bed availability within the Maine provider network
<ul style="list-style-type: none"> Service Utilization/ completion rates/outcomes adapt approaches based on the data collected. This may involve implementing evidence-based practices, modifying treatment protocols, enhancing staff training, or addressing specific service gaps identified through ongoing monitoring and evaluation.
<ul style="list-style-type: none"> Create Advisory panel Peer Support Services Opportunities for consumers to engage in leadership roles
<ul style="list-style-type: none"> N/A
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none">
<ul style="list-style-type: none"> ?
Staffing and Movable Property Project
<ul style="list-style-type: none"> ?? Staff appreciation events: \$3,000
<ul style="list-style-type: none">

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none"> \$150,000 for Pre-construction costs (20%) \$150,000 for Exterior costs (20%) \$150,000 for Interior costs (20%)

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT NAME: Casco Bay Recovery

DATE: 30 June 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

<ul style="list-style-type: none">• \$150,000 for Staffing costs (20%)• \$150,000 for Equipment costs (20%)
Staffing and Movable Property Project
<ul style="list-style-type: none">•

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: ESM, Inc.

DATE: 7/11/2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes, evidence of licensure provided
<ul style="list-style-type: none"> • No, N/A as they do not anticipate serving adolescents
Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No- No priority points awarded
Priority Counties
<ul style="list-style-type: none"> • Yes- Somerset County- Priority points awarded
Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Included, with timelines
C. Operational Requirements
<ul style="list-style-type: none"> • Outlined • 81 South Main St, Athens • 24/7/365 • 5 beds, no anticipated number of consumers served given
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Structured delivery with individualized service plans • ? activities align with ASAM criteria

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: ESM, Inc.

DATE: 7/11/2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

<ul style="list-style-type: none"> • Harm reduction, DBT, Eye Movement Desensitization Reprocessing, CBT, MI, yoga • No research provided • No mention of how fidelity will be monitored
<ul style="list-style-type: none"> • Recruitment thru referrals • Engagement thru level system • Retention not addressed
<ul style="list-style-type: none"> • + 30 years of experience and collaboration with community agencies, jails, hospitals, Dept
<ul style="list-style-type: none"> • Participation in meetings, pre/post discharge meetings, support and community resources, relying on partnerships for detox, inpatient care, intensive outpatient care
<ul style="list-style-type: none"> • Catalyst funding is covering some one-time facility costs, ongoing costs will be covered through MaineCare reimbursement
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> • Needs determined from own experience in the field and thru work with hospitals, law enforcement and other community providers
<ul style="list-style-type: none"> • Medisked for data collection and reporting • - does not describe how approaches will be adapted for improvement
<ul style="list-style-type: none"> • Advisory Board membership, annual QA surveys, staff/client engagement
<ul style="list-style-type: none"> • None
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • \$46k for sprinkler, security required by licensing • 10% cash, used for development
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • \$35k furniture and appliances • 10% ? purchase of furniture and appliances

<p>Part IV. Budget Form</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • Budget form included, amounts are reasonable, match included
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • Budget form included, amounts are reasonable, match included

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: ESM, Inc.

DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> Bidder said marked yes.
<ul style="list-style-type: none"> Bidder met requirement – marked yes and provided a scan of licensure for operation of a Mental Health Agency (Community Support Services; Outpatient Therapy & Residential Programs – Mental Health) & also provided a scan of licensure for operation of a Substance Abuse Agency (Outpatient Care).
<ul style="list-style-type: none"> Bidder marked no.

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> Bidder marked no.
Priority Counties
<ul style="list-style-type: none"> Bidder met requirement - Bidder marked yes, is currently actively seeking new locations in lower Somerset County. The Bidder currently operates multiple Appendix E PNMI facilities in Somerset County and may transition a current facility located in Athens, ME to provide Residential Co-Occurring SUD/MH Treatment services if another location cannot be secured timely. Athens, ME is in Somerset County.

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> Embedded Workplan in Bidder’s application is the same as the Workplan spreadsheet sent attached with application.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

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DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- “a” – Bidder met requirement – noted current Adult Mental Health & Substance Use Licenses and that the bi-annual review for licensing is 10/202023.
- “b” – Bidder noted for this line item that “Service Description Document Completed” and that it was submitted to OBH, Licensing and MaineCare for approval of plan. Evaluator assumes this is in reference to the RFA Application but is unsure.
- “c” – Bidder met requirement – currently actively seeking new locations in Somerset County or may transition a current residential PNMI facility located in Athens, ME, to provide Residential Co-Occurring SUD/MH Treatment services.
- “d” – Bidder noted N/A for this section.
- “e” – Bidder noted N/A for this section.
- “f” – Bidder met requirement – noted that the Bidder would initially be utilizing current staff (MHRT-1s) to provide services in this location. Staff will receive additional training in the area of SUD treatment. Going forward, Bidder will be advertising and hiring employees specific to location/service.
- “g” – Bidder met requirement – noted 3-5 additional SMI/SUD PNMI beds, with target date of 12/31/2023.
- “h” – Bidder met requirement – noted 3.1; 3.2; and 3.3 for ASAM levels of care applicable to the expansion.
- “i” – Bidder met requirement, has an anticipated date of 12/31/23 for service delivery.
- “j” – Bidder met requirement – noted 3-6 beds.
- “k” – Bidder met requirement – noted that they accept referrals from various sources, including from court mandated treatment and from DHHS’ OBH.
- “l” - Bidder met requirement – noted that since items are one-time costs for setting up of the Residential SUD facility, all on-going treatment costs would be covered under Section 97 of the MaineCare Benefit Manual reimbursement. Bidder noted they are familiar with the Rate Setting and Cost Settlement Process of the program and would work to remain solvent within the scope of these processes. It is unclear if Bidder intends on only serving MaineCare Consumers.

C. Operational Requirements

- “a” – Bidder lightly described hiring process, and noted that they have an extensive 12-day orientation period starting every Thursday and also utilizes sign-on bonuses and media firms such as WMTW to assist with recruitment.
- “b” – Bidder noted that Program Directors, Service Coordinators and Program Managers are constantly in the field engaging with employees to provide

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

<p>support and a positive employee experience. Bidder stated they have a great benefit package that includes weekly incentives and potential bonuses to assist with retention.</p> <ul style="list-style-type: none">• “c” – Bidder noted that they currently have supervision guidelines of 4 hours/month under their PNMI Residential Licensure. Supervision is described as happening in one-on-one settings, as well as group settings such as staff meetings and/or house meetings. Bidder noted that all employees working in this program will be overseen and supervised in part by the Bidder’s Clinical team.• “d” – Bidder noted that they run an extensive Orientation program, which includes confidentiality training and gets reviewed annually. Bidder noted they have in-house trainers to complete necessary MHRT training, and a network of resources for when the Bidder needs to reach outside-of-house to get necessary training completed. Bidder noted that they also offer miscellaneous training for specific populations or diagnosis as clientele changes warrant.
<ul style="list-style-type: none">• Bidder did not meet requirement – included location and hours (24/7/365); however, did not include a number on potential Adult Consumers to be served based on the increased number of beds stratified by health insurance payer type.• In the Bidder’s response to Part 3, B., 1., Bidder noted that they would receive reimbursement for service provision based on Section 97 of the MaineCare Benefit Manual – it is unclear if the Bidder intends on providing services to non-MaineCare consumers.
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none">• Bidder noted that their clinicians and several Administrators are currently ASAM certified.• Bidder stated that although the program would have a structured service delivery model for consistency – program will also offer individualized services for each resident as well. Each resident will reach a daily calendar of meetings and activities; as well as a daily chore chart. Residents will be provided with information on community resources so they can attend community meetings such as AA and NA and program staff will provide transportation at start of program, while working to find transportation resources as the resident progresses forward.• Aside from mention of current staff who are ASAM certified, no other explicit language was included regarding alignment with applicable ASAM criteria. Use

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

<p>of a level system based on ASAM criteria for provision of services was noted in response D.1.c.</p>
<ul style="list-style-type: none"> • Bidder did not meet the requirement: <ul style="list-style-type: none"> ○ Bidder noted that they would work with the resident to determine the appropriate model. Available modalities include: “Harm Reduction, 12-Step Program, Dialectical Behavioral Therapy (DBT), Eye Movement Desensitization and Reprocessing (EMDR), Cognitive Behavioral Therapy (CBT), Motivational Interviewing (MI), Mindfulness, and physical exercise, including yoga.” ○ No reference to research was included in this response. ○ No information was included regarding how the Bidder will monitor fidelity of the evidence-based practice. • Bidder noted they also provide case management services.
<ul style="list-style-type: none"> • Bidder noted that, ultimately, they will work with the Department to identify priorities to ensure appropriate placement. • Bidder stated they would use a level system based on ASAM criteria in order to keep consumers engaged in treatment. • Bidder noted various referrals sources. • Bidder described their level system based on ASAM criteria; there are 4 total levels, level 1 is only 60 days and levels 2-4 are each 90 days.
<ul style="list-style-type: none"> • Bidder described collaborating and coordinating with other community service agencies such as prisons/jails, hospitals, “and other referring sources.” • Although explicit language concerning social determinants of health was not included; the Bidder did state they collaborate with RPC (acronym not spelled out), “area courts, and local providers to address the psychiatric, medical, vocational, legal, and social needs of existing clients.” Bidder noted they would continue to maintain these professional relationships and will foster new relationships with other community service providers.
<ul style="list-style-type: none"> • Bidder did not meet the requirement - Bidder described supports that would be provided to Consumers pre-discharge and included that a clinician will remain in contact with the resident for 90 days after discharge either through regularly scheduled appointments or virtually/phone to provide additional support. However, Bidder did not describe how they would collaborate with agencies and other stakeholders to provide this support pre- and post-discharge, and in relation to plans for continuing to engage Consumers moving to the recovery community.

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INDIVIDUAL EVALUATION NOTES**

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DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

<ul style="list-style-type: none"> • Bidder described how they intend to use funds “from the catalyst”; evaluator is unsure if this response pertains to this current RFA. • Bidder did not include a prospective timeline indicating how revenue is expected to grow and displace awarded funds after the project period; Bidder only described that – since items are a one-time cost for setting up of the Residential SUD facility, the on-going treatment costs would be covered under Section 97, Appendix E of the MaineCare Benefit Manual reimbursement. It is unclear whether the Bidder intends on providing services solely to MaineCare Consumers.
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Bidder noted that they have been providing services to the “ID” and Mental Health Community for more than 30 years, and “has identified areas, such as Somerset County, where community rehabilitation services are needed.” • Bidder did not provide any data specific to the population of focus or other information on service gaps aside from a need for community rehabilitation services in Somerset County.
<ul style="list-style-type: none"> • Bidder described use of Medisked for scheduling and record keeping; Bidder stated that this program has a large database reporting system and reports can be pulled for any input into the system. Bidder noted that they would input all data regarding person’s identity and history into this program and will then be able to pull reports for progress and/or utilization based on requested criteria. • Bidder stated they would utilize this data to report on populations being served and provide outreach and education to populations who have historically experienced health disparities. • Bidder did not address how they would adapt approaches as necessary to improve utilization and outcomes.
<ul style="list-style-type: none"> • Bidder noted that their Advisory Board includes client representatives and that the Bidder will “ensure a person from the SUD service population will have a seat on this board.” • Bidder stated they have an open-door policy where any staff and/or client are encouraged to reach out to any administrator at the agency with any ideas or concerns. • Bidder stated they conduct annual Quality Assurance Surveys with individuals receiving services from the agency; these can be completed anonymously by the individual. • Bidder did not meet the requirement – Bidder did not address efforts to engage Adult Consumers experiencing SUD in leadership and direct service staffing.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: ESM, Inc.

DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- Bidder met requirement – noted that there were no outstanding complaints or issues within the past 4 years.

E. Allowable and Non-Allowable Use of Funds

Physical Structure Project

- Bidder noted that they are having difficulty locating a new location in Somerset County and may transition to an already existing Appendix E PNMI into a Co-Occurring SUD/MH PMNI facility in the meantime.
- Bidder stated that funds requested would be utilized for getting the new location up to licensing/service standards and would include: installing a sprinkler system, security system, appliances, computer equipment and furnishings throughout the house.
- The Bidder did not describe funding costs.

- Bidder stated they would contribute the 10% of matching funds in the form of cash. The Bidder will develop an account and deposit the total match requirement and awarded funds into the account upon notification of award. The account would be used to pay for development of the residential location.

Staffing and Movable Property Project

- Bidder noted they would use awarded funds for interior finishing of residence, appliances, equipment, sprinkler system installation and security system installation. Bidder is also seeking to set up the kitchen, living area, staff office, bathroom, laundry and 5 bedrooms with furniture and appliances funded through the RFA.
- Bidder noted that furniture would be purchased from Furniture Concepts. This company is described as specializing in heavy duty quality furniture designed for group living environments and is protected by heavy-use 10 year structural warranty.
- Bidder did not describe funding costs.

- Bidder stated matching funds would be utilized for purchases and items noted in the Staffing and Movable Property Project section. The Bidder will deposit the full amount of match funds into a separate account with funds awarded from the RFA.

Part IV. Budget Form

Physical Structure Project

- Embedded Workplan in Bidder's application is the same as the Workplan spreadsheet sent attached with application.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: ESM, Inc.

DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- Bidder met the requirement for ensuring they do not exceed the total cap in costs (their total proposed expenses only total to \$81,070 and they are proposing the addition of 3-6 new beds (\$450,000 is the cap for addition of 3 beds)).
- Bidder only noted the need for a Sprinkler System and a Security System in this section.
- Min match funds of 10% was included on the application.

Staffing and Movable Property Project

- Embedded Workplan in Bidder's application is the same as the Workplan spreadsheet sent attached with application.
- Bidder met the requirement for ensuring they do not exceed the total cap in costs (their total proposed expenses only total to \$81,070 and they are proposing the addition of 3-6 new beds (\$450,000 is the cap for addition of 3 beds)).
- Bidder only included movable property items (e.g., furniture and computer) in this section and did not include any Staff training expenses.
- Min match funds of 10% was included on the application.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: ESM, Inc.

DATE: 7/6/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No
Priority Counties
<ul style="list-style-type: none"> • Somerset County

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Agency has SUD and MH licenses, agency plans to utilize current staff and hiring new staff as needed and provide additional training to staff, plan to add 3-6 beds. Anticipated delivery date and bed availability is 12/31/23. Plan to accept referrals from courts, dhhs, OBH. Sustainability anticipated through MaineCare.
C. Operational Requirements
<ul style="list-style-type: none"> • The agency has plans for hiring, recruitment, and training.
<ul style="list-style-type: none"> • The anticipated location is 81 South Main St, Athens. This residential home will serve 5 people.
D. Programmatic Requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: ESM, Inc.

DATE: 7/6/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

1. Program Requirements
<ul style="list-style-type: none"> • Several staff are currently ASAM certified. Daily programming information provided.
<ul style="list-style-type: none"> • Harm reduction, 12 step, DBT, EMDR, CBT, MI, Mindfulness, physical exercise including yoga.
<ul style="list-style-type: none"> • Agency plans to work with the department to increase knowledge of referral sources. Detailed information on expectation at different levels.
<ul style="list-style-type: none"> • Meets. The agency has experience coordinating and collaborating with agencies.
<ul style="list-style-type: none"> • Meets
<ul style="list-style-type: none"> • MaineCare reimbursement for sustainability.
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Meets. Agency has experience coordinating and collaborating with community resources and agencies and also has extensive experience providing residential services.
<ul style="list-style-type: none"> • Medisked
<ul style="list-style-type: none"> • Meets. Through an advisory board which includes client representatives, open door policy for staff and clients, annual quality assurance surveys,
<ul style="list-style-type: none"> • No outstanding complaints or issues.
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • The agency plans to use funds for a sprinkler system, security system, appliances, computer equipment, and furnishings for an existing facility.
<ul style="list-style-type: none"> • ESM plans to contribute 10% of matching funds in cash with plans to pay for the development of the residential property.
Staffing and Movable Property Project
<ul style="list-style-type: none"> • The agency plans to utilize the awarded funds for interior furnishings, appliances, equipment, kitchen, living, staff office, bathroom, laundry, and 5 bedrooms with furniture and appliances.
<ul style="list-style-type: none"> • Matching cash contribution.

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none"> • Breakdown provided – Sprinkler system and security system.
Staffing and Movable Property Project

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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Funding Opportunity

APPLICANT NAME: ESM, Inc.

DATE: 7/6/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

- | |
|---|
| <ul style="list-style-type: none">• Breakdown provided. – Furnishings and appliances. |
|---|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: ESM, Inc.

DATE: 7/11/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes, license attached
<ul style="list-style-type: none"> • No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No
Priority Counties
<ul style="list-style-type: none"> • Somerset County

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • 3-6 beds • ASAM Levels 3.1 and 3.3 • Q: 3.2? • P: Includes referral sources for filling beds • Plans to sustain program through MaineCare reimbursement • Looking for a location, has one available if needed • I: Will begin using current MHRT-1 for staffing and look to hire candidates with Substance Use Disorder Treatment experience going forward
C. Operational Requirements
<ul style="list-style-type: none"> • Includes how they recruit people

**STATE OF MAINE
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EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> Retention includes supervisors being in the field with clinicians to create a positive experience and benefits package Currently provides 4 hours a month for PNMI staff Orientation that includes confidentiality and team members who can train in house on many topics
<ul style="list-style-type: none"> Anticipated location is 81 South Maine St, Athens, ME 5 beds Adults 24/7
<p>D. Programmatic Requirements</p>
<p>1. Program Requirements</p>
<ul style="list-style-type: none"> ASAM certified Structured but individualized treatment Daily meetings Community engagement include mutual self help groups Level system
<ul style="list-style-type: none"> Harm Reduction Mutual Self Help Groups Dialectical Behavior Therapy Eye Movement Desensitization and Reprocessing Cognitive Behavioral Therapy Motivational Interviewing
<ul style="list-style-type: none"> Referral, self, family, courts, and the department Engagement kept through a level system Family is encouraged to attend meetings starting in level 3 Required final project to graduate to a lower level of care
<ul style="list-style-type: none"> 30 years of working in the community Many working relationships with providers and referral sources Contract with Federal Probation and Pre-Trial
<ul style="list-style-type: none"> Will work with the consumers team to assist with intake process Create transition plans that include community resources Plans on sustaining program with MaineCare Reimbursement
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> Identified based on the agencies 30 years of experience Data collection through Electronic Health Record

**STATE OF MAINE
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EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> • Will use data to provide outreach to population who experience health disparities
<ul style="list-style-type: none"> • Advisory board that consists of client representatives • Will add a Substance Use Disorder consumer to the board • Open door policy with administrators • Annual Quality Assurance Surveys
<ul style="list-style-type: none"> • None reported
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • Working with a real estate agent to locate a place • May transition a current PNMI while they wait for an appropriate place • Sprinkler and security system • Appliances, computers, and furnishings
<ul style="list-style-type: none"> • Cash • Will be used to buy some of the above listed items
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Items needs for kitchen, living area, staff office, bathroom, laundry, and five bedrooms
<ul style="list-style-type: none"> • Cash that is deposited into a separate account and used to for of the above listed items

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none"> • Within allowed amount per bed • Includes matching funds
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Within allowed amount per bed • Includes matching funds

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: ESM, Inc.

DATE: 7/11/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> Meets requirement – the applicant states they currently have a MaineCare provider agreement
<ul style="list-style-type: none"> Meets requirement – the applicant has active licenses for mental health and SUD
<ul style="list-style-type: none"> No they are not

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> N/A
Priority Counties
<ul style="list-style-type: none"> Meets requirement – the applicant is actively looking for facility space in Somerset county

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> Meets requirement – the applicant included a plan that would have the facility open and running by the end of 2023
C. Operational Requirements
<ul style="list-style-type: none"> Meets requirement – the applicant described their processes for hiring, retention, supervision, and training. Utilize sign on bonuses, competitive benefits packages as well as ongoing retention bonuses.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 7/11/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

<ul style="list-style-type: none"> Meets requirement – the applicant plans on a facility in Athens, Maine with 5 beds, and 24 hour supports 365 days per year. They do not advise if they plan on having adult consumers or adolescent.
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> Meets requirement – the applicant describes a structured service delivery model for consistency while also offering an individualized service to help each individual meet their goals.
<ul style="list-style-type: none"> Meets requirement – the applicant listed DBT, EMDR, CBT, MI to name a few
<ul style="list-style-type: none"> Meets requirement – the applicant accepts a number of different referral types and has described the treatment process for how to keep the consumers engaged
<ul style="list-style-type: none"> Meets requirement – the applicant has operated since 1992 with offices in Auburn, Augusta, and Skowhegan.
<ul style="list-style-type: none"> G – Prior standing relationships in these areas since 1992
<ul style="list-style-type: none"> Meets requirement – the applicant clinical team will work directly with the consumers team members to serve them
<ul style="list-style-type: none"> Meets requirement – the applicant intends on using the funds for one time costs, after the initial purchase they will be supported by the MaineCare rate for section 97 appendix E
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> Meets requirement – the applicant has found a need in Somerset county as they have been providing services for more than 30 years.
<ul style="list-style-type: none"> Meets requirement – the applicant will utilize Medisked as a scheduling and record keeping program
<ul style="list-style-type: none"> Meets requirement – the applicant has an advisory board that meets quarterly
<ul style="list-style-type: none"> Meets requirement – the applicant states they have no complaints or issues within the last 4 years
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> Meets requirement – the applicant would be looking to cover the costs of the sprinkler
<ul style="list-style-type: none"> Meets requirement – the applicant would use the matching funds on a security system
Staffing and Movable Property Project

**STATE OF MAINE
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DATE: 7/11/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

<ul style="list-style-type: none">• Meets requirement – the applicant would use the funds on moveable equipment
<ul style="list-style-type: none">• Meets requirement – the applicant would use the funds on moveable equipment

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none">• Meets requirement – the applicant included a budget form that shows the total ask is less than the per bed cap
Staffing and Movable Property Project
<ul style="list-style-type: none">• Meets requirement – the applicant included a budget form that shows the total ask is less than the per bed cap

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: ESM, Inc.

DATE: 29 June 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No
Priority Counties
<ul style="list-style-type: none"> • Somerset Count

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Completed • Level 3.2
C. Operational Requirements
<ul style="list-style-type: none"> • 12-day orientation period starting every Thursday. sign-on bonuses as well as media firms to assist in recruitment. • 81 South Main St. Athens, ME- 5 beds
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Described 3.1 but work plan states 3.1/3.2/3.3. No mention of clinical staff requirements for a 3.2

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 29 June 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

<ul style="list-style-type: none"> Harm Reduction, 12-Step program, Dialectical Behavioral Therapy (DBT), Eye Movement Desensitization and Reprocessing (EMDR), Cognitive Behavioral Therapy (CBT), Motivational Interviewing (MI), Mindfulness, and physical exercise, including yoga.
<ul style="list-style-type: none"> Describes PNMI MH process, will need support for understanding SUD PNMI requirements and process
<ul style="list-style-type: none"> Length of treatment is up to 180 days but proposal is 330 days
<ul style="list-style-type: none"> Strong justice involved partnerships
<ul style="list-style-type: none"> Vague description
<ul style="list-style-type: none"> Section 97, Appendix E? SUD residential are appendix B
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> Did not answer
<ul style="list-style-type: none"> Rely on EHR
<ul style="list-style-type: none"> Advisory board comprised of community members, local business owners, and client representatives
<ul style="list-style-type: none"> Annual Quality Assurance Surveys
<ul style="list-style-type: none"> N/A
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> sprinkler system, security system, appliances, computer equipment and furnishings throughout the house.
<ul style="list-style-type: none"> 10% of matched funds in the form of cash.
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> 35K- includes TV for bedrooms and living area
<ul style="list-style-type: none"> interior furnishing of the residence, appliances, equipment, sprinkler system installation and security system installation. set up the kitchen, living area, staff office, bathroom, laundry, and five bedrooms with furniture and appliances funded by this RFA. Mention another RFA funding received.
<ul style="list-style-type: none">

<p>Part IV. Budget Form</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> 46K ~ 16k A BED
<p style="text-align: center;">Staffing and Movable Property Project</p>

**STATE OF MAINE
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DATE: 29 June 2023

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•

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Live Free Recovery

DATE: 7/11/2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> No, states agreement is forthcoming
<ul style="list-style-type: none"> No, did not see demonstration of understanding timelines/requirements
<ul style="list-style-type: none"> No- N/A, intends to serve adults
Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> No- no priority points awarded
Priority Counties
<ul style="list-style-type: none"> No, Kennebec County- no priority points awarded
Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> Minimally responsive, no timelines included
C. Operational Requirements
<ul style="list-style-type: none"> Provided, although minimal and not descriptive 96 Route 133, Winthrop - No hours of operation given - No numbers of consumers anticipated to be served - No payer types identified
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> ASAM 3.7, 3.5, 3.1

**STATE OF MAINE
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EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

<ul style="list-style-type: none"> - no descriptions provided, no evidence supporting alignment
<ul style="list-style-type: none"> - no description of curriculum - no research mentioned - no monitoring mentioned
<ul style="list-style-type: none"> Minimally responsive- no description of recruitment, retention or engagement, only mentioning outreach as an alumni (?), policies and procedures (?)
<ul style="list-style-type: none"> Minimally responsive- does not give who/types of collaborations
<ul style="list-style-type: none"> Mentions aftercare programs and alumni programs, but does not describe who or how they will collaborate pre/post discharge
<ul style="list-style-type: none"> Revenue through referrals
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> Needs determined through own growth - no data collection instruments or procedures identified
<ul style="list-style-type: none"> Client satisfaction surveys, alumni program - no mention of how they will adapt approaches
<ul style="list-style-type: none"> Answer does not match question
<ul style="list-style-type: none"> None
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> Zoning, architectural needs, interior/exterior renovations, \$440k No match identified; states will be used to meet zoning/building requirements
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> Furniture and staff needs No match identified; no description

<p>Part IV. Budget Form</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> Budget doesn't match attachments; no source identified; no match identified
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> Budget amount doesn't match attachments; no source identified; no match identified

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Live Free Recovery

DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

- Application Cover Page (**Appendix A**)
 - Missing.
- Debarment, Performance and Non-Collusion Certification (**Appendix B**)
 - Missing.

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Bidder marked yes.
<ul style="list-style-type: none">• Bidder did not meet the requirement – Bidder marked no, but did not include language demonstrating an understanding of the licensing/certification timelines and requirements.
<ul style="list-style-type: none">• Bidder marked no.

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none">• Bidder marked no.
Priority Counties
<ul style="list-style-type: none">• Bidder marked no, location is in Kennebec County.

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none">• Bidder's project workplan was submitted as a separate scanned PDF; workplan was handwritten.

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EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- “a” – Bidder solely wrote “3.7 + 3.5” under “Program certification and Licensure”; no period of licensure or other details were included.
- “b” – Bidder did not include any details under project design.
- “c” – Bidder wrote “Addictions Treatment + [illegible] of Maine”.
- “d” – Bidder noted DHHS SUD license and “Reqrantering [sic] old zoning” with anticipated dates included. Bidder noted that the proposed location was “previously a nursing home and zoning already established”.
- “e” – Bidder solely noted “Wood Frame” for this section, no anticipated dates included.
- “f” – Bidder noted, “Medical, Clinical and Peer Support Staff as outlined in DHHS”, no anticipated dates included.
- “g” – Bidder noted “3.5 + 3.7 Detox + High Intensive Residential” for residential service provided through expansion.
- “h” – Bidder noted 3.7 and 3.5.
- “i” – Bidder noted 10/15/23 for anticipated service delivery date.
- “j” – Bidder is seeking to add a total of 40-50 beds, depending on DHHS requirements; 15-20 of which will be Detox and 25-30 for residential.
- “k” – Bidder noted that they have proven community outreach, online and marketing processes for their plan to fill beds. Bidder stated that they also have a detailed marketing plan and will be continuing to engage in their “3 point marketing program”.
- “l” – Bidder noted that the project will be 100% sustainable through billing MaineCare

C. Operational Requirements

- “a” – Bidder stated staff will be hired that are eligible and working towards licensure.
- “b” – Bidder stated they will improve retention “with wage compensation, employee benefits, and incentive program”, details not described.
- “c” – Bidder stated that supervision will be provided individually and in group settings, frequency of supervision not provided.
- “d” – Bidder stated training will be required by licensure and will address ethics, confidentiality and HIV training every 2 years; and “staff trainings will be held departmentally quarterly”. It is unclear when this training would be required in relation to staff initiation of direct service provision.

- Bidder did not meet the requirement – Bidder only provided the address of the anticipated physical location, no other information was provided.

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EVALUATOR DEPARTMENT: Office of Behavioral Health

<ul style="list-style-type: none"> Although not requested of the RFA, Bidder also provided multiple attachments with details on the physical property.
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> Bidder stated that the ASAM levels of care will be 3.7, 3.5 and 3.1; which “includes high intensity residential with a continuum to low-intensity to focus on establishing supports outside of structured treatment”. No other description of services was provided.
<ul style="list-style-type: none"> Bidder did not meet the requirement - Bidder only noted that: “All curriculum chosen has been evidence based already and will continue to adjust as other opportunities and available practices are designed”. No other information was included.
<ul style="list-style-type: none"> Bidder did not meet the requirement – Bidder only noted that “All policies and procedures from admissions to discharge are created and put in place to offer the highest level of care to consumers including outreach as an alumni program member”; no other information was included.
<ul style="list-style-type: none"> Bidder noted that staff will continue to be a part of the greater community; outreach work would be completed to establish relationships for incoming and outgoing referrals; and that the organization participates in community service needs as they are offered, no further details provided. Bidder did not meet the requirement – did not explain their experience collaborating and coordinating with other community service agencies within the continuum of care to address social determinants of health.
<ul style="list-style-type: none"> Bidder minimally met requirement - Bidder noted that aftercare plans are “set up” for all clients completing their treatment and alumni programs are in place “to continue to support and involve clients”. A description on the specifics of these alumni programs were not provided.
<ul style="list-style-type: none"> Bidder stated that revenue will continue to grow as the organization shows positive engagement with the community, referral partners and clients. Bidder also noted that, as opportunity arises, they will also look to add necessary outpatient service levels of care. Bidder did not include a prospective timeline.
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> Bidder stated “there are minimal opportunities for residential treatment in the State of Maine.” And that the Bidder “has continued to grow throughout a global pandemic to be able to address the rising challenges with the opioid and substance use problems in the state.” No other information was provided.

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EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

<ul style="list-style-type: none"> • Bidder did not meet the requirement – Bidder did not describe how the determined the needs of the target population, nor was any data provided outside of the generalized summation. No information on instruments or procedures utilized for data collection were provided.
<ul style="list-style-type: none"> • Bidder stated that clients will complete satisfaction surveys and be invited to the Alumni program; both of which allowing for an ongoing monitoring and support system. Details on the Alumni program were not provided. • Bidder did not describe how they will adapt approaches as necessary to improve utilization and outcomes.
<ul style="list-style-type: none"> • Bidder solely stated that “Client focused, trauma informed treatment will be put in place to show compassion, understanding, and help educate on ways to avoid a recurrence of use.” No other information was included. • Bidder did not meet this requirement – Bidder did not describe efforts to engage Consumers experiencing SUD in governance, leadership and/or direct service staffing.
<ul style="list-style-type: none"> • Bidder noted no grievances, complaints or investigations.
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • Bidder noted funds would be needed for “Zoning, architectural needs, exterior and interior improvements”, no further information included. • Bidder did not include the funding amounts that would be required.
<ul style="list-style-type: none"> • Bidder noted that they would use matching funds to bring the building to an updated state which meets all zoning and building requirements to provide residential treatment.
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Bidder stated that all furnishings for residential services would need to be purchased; and that “All staff needs and group needs will also need to be purchased”. Bidder also noted that the property is empty at this time. Bidder did not describe the details of these purchases in this section of the application (e.g., what would constitute a “staff need” or “group need”). • Bidder did not include the funding amounts that would be required.
<ul style="list-style-type: none"> • Bidder did not meet the requirement – Bidder did not include any language in this section.

Part IV. Budget Form
Physical Structure Project

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

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APPLICANT NAME: Live Free Recovery

DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- Bidder’s budget form was submitted as a separate scanned PDF; budget form was handwritten.
- Bidder did not include a total in the Physical Structure Project section.
- Bidder did not include an anticipated date of completion for all line items.
- On the application:
 - The Bidder’s Total Amount of Funding Being Requested does not match the funding amounts listed in the budget form (\$690,000 on the application versus budget form total of \$640,000).
 - The Bidder did not note anything for “Source of Project Cost Estimate”.
 - The Bidder did not note anything for “Matching Funds”.

Staffing and Movable Property Project

- Bidder’s budget form was submitted as a separate scanned PDF; budget form was handwritten.
- Although undetailed, it is assumed that the Bidder wrote an annual salary cost for Medical Director and Clinical Director in this section. Bidder justifies this is needed for licensure; however, the table of allowable expenses (table 1) only includes “Staff training and professional development (limited to initial 3 months)” as an allowable staffing expense.
- Bidder has a line item with the name of “Operations”, no further detail was included on what “Operations” entails and it is unclear whether this would be considered an allowable expense. Bidder justified that this was needed for site set up.
- On the application:
 - The Bidder’s Total Amount of Funding Being Requested does not match the funding amounts listed in the budget form (\$690,000 on the application versus budget form total of \$640,000).
 - The Bidder did not note anything for “Source of Project Cost Estimate”.
 - The Bidder did not note anything for “Matching Funds”.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Live Free Recovery

DATE: 7/6/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> Not currently, but there is one forthcoming.
<ul style="list-style-type: none"> No
<ul style="list-style-type: none"> No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> No
Priority Counties
<ul style="list-style-type: none"> No

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> The agency is not currently licensed in the state, but has two similar residential treatment facilities in New Hampshire. The agency is purchasing a formerly licensed nursing home facility in Winthrop. The agency is currently working on obtaining permits and approvals, a clear plan for staffing was not included in the application, the facility will offer 3.7, 3.5, and 3.1 ASAM levels of care and anticipates 20 detox beds and 25-30 3.1 and 3.5 beds.
C. Operational Requirements
<ul style="list-style-type: none"> Agency will hire eligible and eligible for licensure staff. Retention through wage compensation, benefits, and incentive program. Supervision and training plans.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Live Free Recovery

DATE: 7/6/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

<ul style="list-style-type: none"> 96 Route 133, Winthrop to serve adults. 20 detox beds and 25-30 3.1 and 3.5 all beds are MaineCare eligible.
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> ASAM 3.7, 3.5, and 3.1.
<ul style="list-style-type: none"> The agency currently has two operating facilities in New Hampshire and uses all evidence based curriculum and treatment modalities in those facilities which it will use for the new facility as well.
<ul style="list-style-type: none"> Not clearly answered
<ul style="list-style-type: none"> Outreach works to establish relationships for both incoming and outgoing referrals.
<ul style="list-style-type: none"> Aftercare plans are made with clients and alumni programs are in place to continue to support and involve clients.
<ul style="list-style-type: none"> Revenue will continue to grow as the organization shows positive engagement in the community with referral partners, and with clients. The agency plans to add outpatient options as well.
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> The agency wants to help increase residential program in Maine and has grown and thrived through the pandemic with their programs in NH in order to address the rising challenges of the opioid crisis.
<ul style="list-style-type: none"> Clients fill out a satisfaction survey and are invited to be part of the alumni program which allows ongoing monitoring and support system.
<ul style="list-style-type: none"> Client focused, trauma informed treatment for adults to show compassion, understanding, and help educate ways to avoid recurrence of use.
<ul style="list-style-type: none"> Medical and clinical leadership has already obtained licensure for NH and Maine. There are no grievance or complaints.
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> Zoning, architectural needs, exterior and interior improvements to bring the building to an updated state which meets zoning and building requirements.
<ul style="list-style-type: none"> Not clear
Staffing and Movable Property Project
<ul style="list-style-type: none"> All furnishings for residential services required will need to be purchased. All staff and group needs will need to be purchased. The property is currently empty.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT NAME: Live Free Recovery

DATE: 7/6/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

- | |
|---|
| <ul style="list-style-type: none">• Not answered. |
|---|

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none">• \$690,000 – It appears that this amount is the total amount being requested by the agency. The form does not appear to be filled out clearly.
Staffing and Movable Property Project
<ul style="list-style-type: none">• Unclear

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Live Free Recovery

DATE: 7/11/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • No, does not include further information
<ul style="list-style-type: none"> • No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No
Priority Counties
<ul style="list-style-type: none"> • No, Kennebec County

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Does not include a work plan
C. Operational Requirements
<ul style="list-style-type: none"> • Will hire staff that are eligible or working towards licensure • Wages, benefits, and incentive program • Individual and Group Supervision • Training including confidentiality every 2 years
<ul style="list-style-type: none"> • 96 Route 133 Winthrop, ME 04364 • Does not include further information
D. Programmatic Requirements
1. Program Requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Live Free Recovery

DATE: 7/11/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> ASAM Levels 3.1, 3.5, and 3.7 Working on the continue from high to low intensity No additional information
<ul style="list-style-type: none"> States that all chosen curriculums as evidence based Will adjust as new information becomes available No additional information
<ul style="list-style-type: none"> States that policies and procedures are in place to offer the highest level of care Has an alumni program
<ul style="list-style-type: none"> All staff are part of the greater community Outreach for relationships for incoming and outgoing referral Participates in community service needs
<ul style="list-style-type: none"> After care plans Alumni program
<ul style="list-style-type: none"> Revenue will grow as organization shows positive engagement in the community Will look at adding outpatient levels of care as necessary
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> States minimal opportunities for residential care Mentions rising challenges with opioid and substance use problems in the state
<ul style="list-style-type: none"> Client satisfaction surveys Alumni program
<ul style="list-style-type: none"> Does not address engaging consumers in governance, leadership, and direct service staffing Mentions trauma informed and client focused care
<ul style="list-style-type: none"> None reported
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> Mentions zoning, architectural needs, and exterior/interior improvements To bring building to an updated state
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> All furnishing and staff needs Building is empty at this time
<ul style="list-style-type: none"> Does not include

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT NAME: Live Free Recovery

DATE: 7/11/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

Part IV. Budget Form	
Physical Structure Project	
<ul style="list-style-type: none">• Within allowed amount• Does not include source of estimates• Does not include matching amount	
Staffing and Movable Property Project	
<ul style="list-style-type: none">• Within allowed amount• Does not include source of estimates• Does not include matching amount• Same amount as physical structure plan, unsure if they are asking for the one amount or both	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Live Free Recovery

DATE: 7/11/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> Meets requirement – the applicant states they have a forthcoming MaineCare provider agreement
<ul style="list-style-type: none"> Does not meet requirements – the applicant indicated no and did not demonstrate the understanding of the licensing process
<ul style="list-style-type: none"> No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> No
Priority Counties
<ul style="list-style-type: none"> No, the facility would be in Kennebec County

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> Does not meet requirement – could not access the workplan
C. Operational Requirements
<ul style="list-style-type: none"> Does not meet requirement – there are no details on procedures or policies
<ul style="list-style-type: none"> Does not meet requirement – there are no details on hours, number of consumers, or payer mix
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> Does not meet requirement – there are no details on the services

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Live Free Recovery

DATE: 7/11/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

<ul style="list-style-type: none"> Does not meet requirement – there are no details on the evidence based practices used
<ul style="list-style-type: none"> Does not meet requirement – there are no details on how consumers will be recruited
<ul style="list-style-type: none"> Does not meet requirement – there are no details on the experience of collaborating
<ul style="list-style-type: none"> Does not meet requirement – there aren't enough details to tell me how this would work
<ul style="list-style-type: none"> Does not meet requirement – there are no details on how revenue would grow
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> Does not meet requirement – there are no specific details on the research done
<ul style="list-style-type: none"> Meets requirement – the applicant would fill out satisfaction surveys and be invited to the applicant's alumni program
<ul style="list-style-type: none"> Does not meet requirement – there are no specific details on this
<ul style="list-style-type: none"> Meets requirement – the applicant states they have no grievances, complaints, or investigations
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> Meets requirement – the applicant included building plans
<ul style="list-style-type: none"> Meets requirement – the applicant wants to bring the building to an updated state
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> Meets requirement – the applicant stated it is an empty building and furnishings and staff would need to be purchased
<ul style="list-style-type: none"> Does not meet requirement – the applicant left this blank

<p>Part IV. Budget Form</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> Does not meet requirement – the applicant indicated this was \$690,000 but it does not tie to their file RFA#202305112
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> Does not meet requirement – the applicant indicated this was \$690,000 but it does not tie to their file RFA#202305112

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Live Free Recovery

DATE: 30 June 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> no
<ul style="list-style-type: none"> Not mentioned
<ul style="list-style-type: none"> no

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> no
Priority Counties
<ul style="list-style-type: none"> Kennebec

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> States 3.5 and 3.7
C. Operational Requirements
<ul style="list-style-type: none"> 96 Route 133 Winthrop, unsure # beds or payer source
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> 3.7, 3.5, and 3.1- no description No description alumni program member only reference

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Live Free Recovery

DATE: 30 June 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

<ul style="list-style-type: none"> • No clear description, just mention of outreach
<ul style="list-style-type: none"> • References aftercare plan
<ul style="list-style-type: none"> • States' revenue will grow" but not described
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Need for residential beds
<ul style="list-style-type: none"> • satisfaction surveys
<ul style="list-style-type: none"> • Client focus trauma informed
<ul style="list-style-type: none"> • N/A
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • Zoning, architectural needs, exterior and interior improvements
<ul style="list-style-type: none"> • ?
Staffing and Movable Property Project
<ul style="list-style-type: none"> • All furnishings for residential services will be required to be purchased. All staff needs and group needs will also need to be purchased.
<ul style="list-style-type: none"> • ?

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none"> • Unclear are total requested and number of beds proposed
Staffing and Movable Property Project
<ul style="list-style-type: none"> •

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 7/11/2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> No, is working towards acquiring
<ul style="list-style-type: none"> No, included letter from DLC outlining what needs to happen
<ul style="list-style-type: none"> No, N/A- intends to serve adults
Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> No, intends to serve adults- no priority points awarded
Priority Counties
<ul style="list-style-type: none"> Yes- Hancock County- priority points awarded
Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> Included, detailed
C. Operational Requirements
<ul style="list-style-type: none"> - No descriptions given; states Policy and Procedures Manual has been given to DLC
<ul style="list-style-type: none"> Ellsworth, 24/7/365, 40 consumers served per year, 75% MaineCare
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> ASAM 3.2- no evidence of alignment provided
<ul style="list-style-type: none"> - no evidence-based practices outlined, no research justification given, no monitoring detailed

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 7/11/2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

<ul style="list-style-type: none"> • Referrals from law enforcement, detox facilities, walk-ins • - no description of engagement or retention provided
<ul style="list-style-type: none"> • + listed partnerships across a variety of domains: law enforcement, medical facilities, social service agencies, state agencies
<ul style="list-style-type: none"> • Referrals, support, employment planning
<ul style="list-style-type: none"> • Once operational, MaineCare funding and private funding will support operations
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> • Overdose data, instruments/procedures not identified
<ul style="list-style-type: none"> • Minimally responsive- treatments plans are “continually monitored”; no mention of how plans are adapted
<ul style="list-style-type: none"> • Staffing, board of directors
<ul style="list-style-type: none"> • Provided- explanation of audit deficiencies and debt (now eliminated)
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • Purchase and renovation of building for 16 bed facility
<ul style="list-style-type: none"> • Not addressed in this section
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • Furniture, staffing, vehicles
<ul style="list-style-type: none"> • Not addressed in this section

<p>Part IV. Budget Form</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • \$1.3MM; \$150k match
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • \$700k; \$75k match- would like to see more breakdown

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

- Work Plan (**Part III**)
 - Note: workplan submitted refers to Capital Funds for Residential SUD Treatment Facilities Grant Funding Opportunity (title of RFA 202205084) and not the 202032 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity (this RFA, RFA # 202305112)

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Bidder marked that they do not have a current MaineCare Provider Agreement and marked "yes", that the Bidder does have a forthcoming MaineCare Provider Agreement.• Bidder included a narrative noting that they will have a current MaineCare Agreement prior to opening its facility and plans to seek a new MaineCare Agreement once their facility has been acquired and they are prepared to provide treatment services.• Bidder also described some prior history regarding closure and the establishment of new leadership that is currently working to regain licensure.
<ul style="list-style-type: none">• Bidder marked no.• Bidder referred to historical information provided in regards to the MaineCare Provider Agreement in relation to current non-licensure. Bidder also included a letter from DHHS noting the requirements for the Bidder to re-open their Substance Use License.
<ul style="list-style-type: none">• Bidder marked no.

Part II. Priority Populations

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

A. Services to Priority Populations	
Adolescent populations	
<ul style="list-style-type: none">• Bidder marked no.	
Priority Counties	
<ul style="list-style-type: none">• Bidder stated they are located in Ellsworth – Hancock County; will primarily serve women from Washington, Hancock, and Penobscot Counties and “can accept clients from anywhere in Maine, including tribe members.”• Bidder also noted that they are licensed to serve clients statewide and from out of state.	

Part III. Activities and Requirements	
B. Project Workplans	
<ul style="list-style-type: none">• Bidder did not include an embedded workplan or submit a separate workplan attachment; instead, Bidder inserted a picture screenshot of their completed workplan into the application. This workplan is not the same workplan included in the published RFA; it does contain some similar items, however, does not include all items.• Bidder did not include the “Staffing and Movable Property” tab within their application submission for the project workplan; only the “Physical Structure Project” tab was included.• “a” – Bidder noted three separate items in this section: MaineCare contract, insurance and License from State of Maine.• “b” – Bidder detailed from 1.-8. items completed/to-be-completed for purposes of this project. Bidder notes that a community needs assessment and Development of Board have already been completed.• “c” – Bidder noted they would purchase appropriate “home(s)” to be renovated into a 16-bed facility.• “d” – Bidder noted the need for Occupancy Permits; Fire Marshall Inspection and approval; and DHHS license to operate the Treatment Facility.• “e” – Bidder noted “acquisition of building(s)”; renovation to accommodate services provided; and compliance with ADA and fire safety under this section. Specific details on required renovation and construction to comply with ADA and fire safety were not included.• “f” – Bidder noted they would hire executive director; bookkeeper; administrative assistant; other professional staff and clinical staff; with anticipated dates included.	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

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DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- “g” – Bidder did not include.
- “h” – Bidder did not include.
- “i” – Bidder noted March 2023 as the date for anticipated service delivery. This RFA was published after March 2023.
- “j” – Bidder noted that they are seeking to create a 16-bed facility.
- “k” – Bidder did not include.
- “l” – Bidder did not include.

C. Operational Requirements

- a.-d.: Bidder did not meet the requirement – Bidder noted that a complete Policy and Procedures Manual has been provided to and approved by the State’s Licensing Department. Details on procedures and standards for staff providing Residential SUD treatment were not included. No separate attachment with Policy and Procedures noted was included in this RFA application submission.

- Bidder noted that the physical location of services will be in Ellsworth, Maine; will be operational 24/7/365; and that a total of 16 beds will be available to provide long-term services to approximately 40 women per year.
- Bidder minimally met the requirement - Bidder did not stratify potential Adult Consumers served by health insurance payer type – only included the various health insurance payer types that would be present, including Medicare, uninsured clients and MaineCare.
- Bidder noted that about 75% of their budget would be supplied by engaging MaineCare clients.
- Bidder also noted the facility will serve adult women, 19 and older.

D. Programmatic Requirements

1. Program Requirements

- Bidder stated in this section that they would be the only facility offering recovery services for women in Hancock and Washington Counties.
- Bidder stated they would operate a Category 3 Level 2 (long-term residential) treatment facility. Bidder stated there are currently only 8 similar facilities in Maine: 1 in Bangor, 2 in Augusta/Waterville area and 5 in the Southern Maine/Portland area. 3 of these 8 are gender specific to women.
- Bidder also noted some data regarding drug overdoses deaths in Maine, however, did not include nor mention a source for where this data came from.
- Bidder noted that a typical stay will last from 5-6 months and will include a variety of therapies, skills building and supports.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

<ul style="list-style-type: none">• Bidder also described other specific activities to be provided as well as other details on what the treatment program will include.• Bidder did not include any explicit mention to ASAM, ASAM criteria or alignment to ASAM criteria.
<ul style="list-style-type: none">• Bidder noted in this response to refer to what was included in their response to D.1.a. and copied some information from that response into this section's response.• Bidder did not meet the requirement - Bidder did not describe any evidence-based practice(s); did not include any reference to research justifying chosen evidence-based practice(s); and did not include any language on how fidelity of the evidence-based practice will be monitored.
<ul style="list-style-type: none">• Bidder noted that Consumers would be recruited and/or referred by Law Enforcement authorities, detox facilities, other 30-day or short term treatment facilities, or "walk-ins" from "off the street."• Bidder stated that the protocols and practices of their "continuum of care" would last approximately 4-6 months and that each resident will have a specific treatment plan designed for her that will be continuously monitored by her counselors, therapists, and the Agency's Executive Director. The Bidder did not include details on how frequently monitoring might occur.• Bidder did not meet the requirement – Bidder did not describe how Consumers will be engaged and retained in services; and Bidder did not include policies and practices to support accessing and successfully completing Residential SUD Treatment services.
<ul style="list-style-type: none">• Bidder stated that they have, and will continue to, collaborate extensively with local government officials, law enforcement bodies, complimentary agencies that offer sobriety coaching (e.g., Healthy Acadia), detox services, health and counseling, medical facilities and regional and state foundations with similar missions.• A description on previous experience collaborating with other community service agencies within the continuum of care to address social determinants of health was not provided.
<ul style="list-style-type: none">• Bidder provided the same response in this section as they did for D.1.d..• Bidder noted specific methods through which "partners and collaborators" will be engaged in pre-and post-treatment client interface. This included creating employment plans and opportunities for clients post-discharge; and "offering follow-up support services that help keep former clients in their sobriety."

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

<p>Specific details on what the follow-up support services might entail were not provided.</p>
<ul style="list-style-type: none"> • Bidder stated that no additional support will be required by the Department; that once the Treatment Center is operational, MaineCare renumeration on a per-diem, beds-filled basis will account for roughly 75-80% of the Agency’s operating cost and the balance of their operation budget will be fulfilled by ongoing private funding. • A prospective timeline with dates/length-of-time indicating how revenue is expected to grow and displace the awarded funds after the project period was not included.
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Bidder stated that the need for this type of facility has grown exponentially in recent years – research supporting this claim was not provided. • Bidder also provided data on drug overdose deaths in Maine; however, the source for this data was not mentioned/included. • Bidder did not meet this requirement – Although the Bidder provided data on drug overdose deaths in Maine in 2021, they did not provide a source for that data; nor did they note what instruments or procedures were used in order to collect this data. Bidder also provided a generalized statement on need, without supporting data or research noted.
<ul style="list-style-type: none"> • Bidder referred to their protocols and practices on “continuum of care” lasting approximately 4-6 months and that each resident will have a specific treatment plan designed for her that will be continuously monitored by her counselors, therapists and the Agency’s Executive Director. Bidder did not include any details on how often continuous monitoring would occur. • Bidder did not meet the requirement – Bidder did not include how they will adapt approaches as necessary to improve utilization and outcomes.
<ul style="list-style-type: none"> • Bidder stated “Typically, SUD treatment programs are led -both administratively and clinically – and staffed by people with extensive experience in the field of recovery; often, these people are in recovery themselves” and that this Bidder “will be no different.” • Bidder stated that clinical and administrative leaders, staff, and Board of Directors will be populated with a diverse collection of people from all socio-economic, racial, and cultural backgrounds who are experienced in the fields of recovery. • Bidder did not meet the requirement – Bidder addressed ensuring governance, leadership and direct staffing include individuals who have experience in the

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

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DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

fields of recovery; it is not clear if this would include Adult Consumers experiencing SUD.
<ul style="list-style-type: none"> Bidder met this requirement.
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> Bidder stated that they would be purchasing a building suitable for their needs and will be adding 16 new beds. Bidder referred to a non-requested budget narrative section for this response. Bidder noted the total site cost, costs for "Permitting and Bidding" and "Construction, Acquisition, and/or Renovation" costs. Specific details on what would be covered under these broader categories was not included aside from permitting needs for "occupancy, safety, and others."
<ul style="list-style-type: none"> Bidder referred to a non-requested budget narrative section for this response. A description on how matching funds would be utilized was not included.
Staffing and Movable Property Project
<ul style="list-style-type: none"> Bidder referred to a non-requested budget narrative section for this response. Bidder stated costs would include clinical and professional staffing, contract support for administrative needs, program and office materials, durable equipment such as vehicles, durable items such as furniture for the offices and residence, and start-up materials needed to get clients into their facility as soon as possible. Specific details other than what is typed here were not included. Table of allowable expenses in the RFA only includes "staff training and professional development (limited to initial 3 months)" as an allowable expense under the "staffing" category.
<ul style="list-style-type: none"> Bidder referred to a non-requested budget narrative section for this response. A description on how matching funds would be utilized was not included.

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none"> Bidder referred to a non-requested budget narrative section for this response. Bidder did not provide a separate budget form. Bidder's budget narrative section lacks detail; does not include expenses for specific items, only includes costs for broad general categories; and does not include anticipated dates of completion. Bidder included total amount of funding requested in their response to this section in the application and the percent matching fund included was 11.54%.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 6/30/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

Staffing and Movable Property Project

- Bidder referred to a non-requested budget narrative section for this response.
- Bidder did not provide a separate budget form.
- Bidder's budget narrative section lacks detail; does not include expenses for specific items, only includes a cost for Staffing and Movable Property Project, as a whole; and does not include anticipated dates of completion.
- Bidder included total amount of funding requested in their response to this section in the application and the percent matching fund included was 10.71%.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 7/6/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> No – the agency was formally licensed and providing treatment, but closed due to debt and deficiencies. The outstanding debt has been repaid to the State.
<ul style="list-style-type: none"> No – the agency was formally licensed and providing treatment, but closed due to debt and deficiencies. The outstanding debt has been repaid to the State.
<ul style="list-style-type: none"> No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> No
Priority Counties
<ul style="list-style-type: none"> Yes - Ellsworth in Hancock County

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> Plans to look at purchasing a property and hiring staff. The workplan appears to be out of date.
C. Operational Requirements
<ul style="list-style-type: none"> Develop a policy and procedure manual and board, law, best practice. Ellsworth Maine – building not yet acquired to provide 3.1 residential treatment for women
D. Programmatic Requirements
1. Program Requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 7/6/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

<ul style="list-style-type: none"> ASAM 3.1 for women. No/Limited information regarding ASAM.
<ul style="list-style-type: none"> Evidence based treatment not discussed
<ul style="list-style-type: none"> Law enforcement, jail, drug court, probation, detox facilities.
<ul style="list-style-type: none"> In the past when the agency had an open facility, they coordinated and collaborated with city officials, government officials, law enforcement, agencies that offer sobriety coaching, detox services, health and counseling agencies, hospital.
<ul style="list-style-type: none"> Will continue to collaborate similarly.
<ul style="list-style-type: none"> Sustained through MaineCare and private funding.
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> Plan to address chronic SUD problem through LTRT.
<ul style="list-style-type: none"> Monitored treatment plans over 4-6 months.
<ul style="list-style-type: none"> Clinical and administrative leaders, staff, and Board of Directors will be populated with a diverse collection of people from all socio-economic, racial, and cultural backgrounds who are experienced in the fields of recovery.
<ul style="list-style-type: none"> The agency had a prior residential treatment program that closed due to deficiencies. They paid back the money owed. If awarded with grant funding, they plan to search for an executive director.
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> Agency requesting \$1,300,000 - Plan to find and purchase a 16 bed facility. Anticipate \$993,000 for site costs, \$7,000 for permitting and bidding, and \$450,000 for construction, acquisition, and renovation.
<ul style="list-style-type: none"> \$150,000 matching
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> \$700,000 – Clinical and professional staffing, contract support for administrative costs, program and office materials, durable equipment such as vehicles, furniture, and start-up materials.
<ul style="list-style-type: none"> \$75,000

<p>Part IV. Budget Form</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> Budget form not completed – Asking \$1,300,000
<p style="text-align: center;">Staffing and Movable Property Project</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 7/6/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

- | |
|--|
| <ul style="list-style-type: none">• Budget form not completed – Asking \$700,000 |
|--|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 7/11/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • No current provider agreement • Will reapply for one once a location is secured
<ul style="list-style-type: none"> • No, will reapply for one once facility is secured • Had one until July 2019
<ul style="list-style-type: none"> • No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No
Priority Counties
<ul style="list-style-type: none"> • Yes, Hancock County

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Wrong form, missing number of beds • Dates are for last year,
C. Operational Requirements
<ul style="list-style-type: none"> • Policy and Procedures Manual approved by licensing • Ellsworth, ME, have not secured a building • 16 beds • Women • 40 women per year

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 7/11/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> 75% MaineCare, 25% commercial insurance, private pay, and uninsured clients
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> Q: ASAM Category 3 Level 2? Long term residential Individual and group therapy Self esteem work
<ul style="list-style-type: none"> Does not mention an evidenced based practice that they will use
<ul style="list-style-type: none"> Justice system Detox and 30 day facilities Self-referral
<ul style="list-style-type: none"> Has connections with providers, law enforcement, and local government Partners will be included in pre and post treatment work
<ul style="list-style-type: none"> Same paragraphs as above section
<ul style="list-style-type: none"> 75-80% MaineCare funding The rest by ongoing private funding
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> Provided data on overdose deaths in Maine in 2021, no source
<ul style="list-style-type: none"> Referred to Agency Policy and Procedures Manual Individualized Treatment Plans
<ul style="list-style-type: none"> Staff with extensive experience in the field, often they are in recovery Staff and Board of Directors will have consumers as part of them
<ul style="list-style-type: none"> 2019 issues with MaineCare and licensing, new management and issues are being resolved
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> Budget narrative includes buying and renovating a building State match amount but not how it will be spent
Staffing and Movable Property Project
<ul style="list-style-type: none"> Budget narrative includes hiring all staff including an Executive Director and furnishing the building State match amount but not how it will be spent

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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Funding Opportunity

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DATE: 7/11/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none">• No budget form provided
Staffing and Movable Property Project
<ul style="list-style-type: none">• No budget form provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 7/11/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Meets requirement – the applicant states they have a forthcoming MaineCare provider agreement
<ul style="list-style-type: none">• Meets requirement – the applicant is not currently licensed with the state of Maine but has communicated with Jennifer Gary from the licensing and certification department to determine how to become licensed again
<ul style="list-style-type: none">• No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none">• No
Priority Counties
<ul style="list-style-type: none">• Meets requirement – the applicant plans on primarily serve women from Hancock, Penobscot, and Washington Counties. And they can accept clients from anywhere in Maine, including tribe members.

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none">• Does not meet requirement – applicant included a workplan with a timeline but it was for a different RFP
C. Operational Requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 7/11/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

<ul style="list-style-type: none"> Does not meet requirement – applicant stated that a policy and procedure manual was submitted to the State’s Licensing Department but I do not see it attached.
<ul style="list-style-type: none"> Meets requirement – the applicant plans on a facility in Ellsworth, Maine, will be open 24/7/365, 16 bed capacity allowing 40 women to be served per year, and it is planned to be for adults
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> Meets requirement – the applicant provided a service description.
<ul style="list-style-type: none"> Does not meet requirement – applicant did not include research to support the services
<ul style="list-style-type: none"> Meets requirement – the applicant will take referrals via law enforcement, detox facilities, other short term facilities, or walk ins off the street
<ul style="list-style-type: none"> Meets requirement – the applicant has experience working with entities such as law enforcement in Hancock county
<ul style="list-style-type: none"> Meets requirement – the applicant has described pre and post discharge lans for continuing care
<ul style="list-style-type: none"> Meets requirement – the applicant states that MaineCare payments will cover 75-80% of the agency’s operating cost and the remainder will be fulfilled by private funding
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> Meets requirement – the applicant gave numbers for drug overdose deaths in Maine for 2021 - 630
<ul style="list-style-type: none"> Meets requirement – the applicant will have counselors, therapists and the agency’s executive director
<ul style="list-style-type: none"> Meets requirement – the applicant states that they will have clinical and administrative leaders, staff, and Board of Directors will be populated with a diverse collection of people from all socio-economic, racial, and cultural backgrounds who are experienced in the fields of recovery.
<ul style="list-style-type: none"> Meets requirement – the applicant listed past complaints or issues and how to move forward in a positive way
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> Does not meet requirement – the applicant did not go into a great amount of detail, they do state they would have to purchase land and build a facility

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 7/11/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

<ul style="list-style-type: none">• Does not meet requirement – applicant didn't specify what the matching funds would be used for
Staffing and Movable Property Project
<ul style="list-style-type: none">• Does not meet requirement – the applicant did not go into a great amount of detail, only that items would need to be purchased
<ul style="list-style-type: none">• Does not meet requirement – applicant didn't specify what the matching funds would be used for

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none">• Does not meet requirement – applicant's request exceeds the \$150,000 cap per bed
Staffing and Movable Property Project
<ul style="list-style-type: none">• Does not meet requirement – applicant's request exceeds the \$150,000 cap per bed

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 30 June 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> No historical audit deficiencies from previous leadership have been resolved and they are seeking new licensure
<ul style="list-style-type: none"> no
<ul style="list-style-type: none"> no

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> no
Priority Counties
<ul style="list-style-type: none"> Hancock County

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> included
C. Operational Requirements
<ul style="list-style-type: none"> Referenced policy and procedure manual approved by DLC Ellsworth, Maine 16 beds about 75% MaineCare clients. serve adult women, 19 and older
D. Programmatic Requirements
1. Program Requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Open Door Recovery Center

DATE: 30 June 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

<ul style="list-style-type: none"> • Maybe 3.1? not clear understanding of ASAM displayed
<ul style="list-style-type: none"> • Not described
<ul style="list-style-type: none"> • Discussed law enforcement and detox facilities
<ul style="list-style-type: none"> • Discussed relationship with law enforcement and community agencies
<ul style="list-style-type: none"> • Partners and collaborators will be engaged in pre- and post-treatment client interface by making referrals to our services, supporting clients in accessing care, supporting families with loved ones in treatment, creating employment plans and opportunities for clients post-discharge, and offering follow-up support services that help keep former clients in their sobriety.
<ul style="list-style-type: none"> • MaineCare remuneration on a per-diem, beds-filled basis will account for roughly 75-80% of the Agency's operating cost and the balance of our operation budget will be fulfilled by ongoing private funding.
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Reference 630 drug deaths
<ul style="list-style-type: none"> • Did not describe
<ul style="list-style-type: none"> • States they will hire diverse collection of people
<ul style="list-style-type: none"> • chronic Audit Deficiencies
E. Allowable and Non-Allowable Use of Funds
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • 993K
<ul style="list-style-type: none"> • No specified
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • 750K
<ul style="list-style-type: none"> • No called out

Part IV. Budget Form
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • Vague estimates with no specific estimates
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • 1.3M for 16 beds @81250

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Sweetser

DATE: 7/11/2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes, evidence not provided
<ul style="list-style-type: none"> • Yes, evidence not provided

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • Yes- priority points awarded
Priority Counties
<ul style="list-style-type: none"> • No- York Co- no priority points awarded

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Provided, detailed, timeframes included
C. Operational Requirements
<ul style="list-style-type: none"> • Addressed • 50 Moody Street, Saco, 24/7, 8 bed facility- no total potential numbers given • Accept all payment types, although not broken out by type/number
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Family intervention, educational/vocational, legal, medical, CBT, harm reduction- references the ASAM 2020 National Practices Guidelines

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Sweetser

DATE: 7/11/2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

<ul style="list-style-type: none"> Nat'l Institute of Drug Abuse publication cited, as well as Nat'l Library of Medicine- CBT, MI, Contingency Management Tx
<ul style="list-style-type: none"> Referrals via DOC, case management organizations, schools, healthcare providers, hospitals, DHHS Engagement thru client-centered tx plans that include family/natural supports
<ul style="list-style-type: none"> + Collaboration across a variety of provider types: case management, transportation, homeless providers, DHHS, vocational, educational, medical
<ul style="list-style-type: none"> + Quality Residential Treatment Program with intake/discharge clinician who works with adolescent along the continuum of care
<ul style="list-style-type: none"> Ramping up to 75% of capacity by 120 days, utilizing MaineCare
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> DOC Juvenile Justice Dept recommended based on lack of adolescent programs; specific data instruments/procedures not cited
<ul style="list-style-type: none"> Youth Screening, Brief Intervention, and Referral to Treatment and Daily Living Activities used to measure and assess; no mention of adapting approaches to improve utilization or outcomes
<ul style="list-style-type: none"> +CARE model with advisory group
<ul style="list-style-type: none"> None
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> \$5.4MM- building renovations 10%+ match for sprinkler system, safety/security items
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> Not requested 10%+ for training and development, computers

<p>Part IV. Budget Form</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> \$5.4MM- exceeds \$150k per bed
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> Not requested

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Sweetser

DATE: 7/5/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Bidder marked yes.
<ul style="list-style-type: none"> • Bidder marked yes. • Bidder did not meet the requirement – did not provide evidence of licensure.
<ul style="list-style-type: none"> • Bidder marked yes. • Bidder did not meet the requirement – did not provide evidence of licensure.

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • Bidder marked yes. • Bidder stated they would serve adolescents between 10-17 at the level 3.5 “Clinically Managed Medium-Intensity Residential level of care”, as defined by the ASAM crosswalk provided by CMS. • Bidder stated services will be provided on their campus in Saco, Maine. The campus is described as being “300+ acres with a farm and day treatment school for children and adolescents in kindergarten through grade 12”. Bidder stated “the campus also offers a no-cost family apartment for those families who may need a brief stay to visit their adolescent while in treatment, particularly if they live out of the area.”
Priority Counties
<ul style="list-style-type: none"> • Bidder did not meet the requirement for priority scoring based on county – although Bidder marked yes, the facility is not physically located in any of the priority counties (facility is located in Saco, Maine, which is in York County) – only stated that the agency would provide statewide services, accepting

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EVALUATOR DEPARTMENT: Office of Behavioral Health

residents from any and all counties within Maine; with an onsite day treatment school for residents in need. Per Q&A Summary form's question 7 response, the Bidder did not meet priority scoring requirement for this section as the geographical location of the facility was not within the identified counties
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Part III. Activities and Requirements

B. Project Workplans

- Bidder did not embed their project workplan within their application, instead – just submitted their project workplan spreadsheet as a separate excel attachment.
- “a” – Bidder met requirement – noted State of Maine Mental Health License; State of Maine Substance Use license; and Council on Accreditation (COA), with renewal date stated under “Period of Licensure”. Bidder stated that they are also licensed as a child residential facility within the State of Maine and meet the requirements with the Department of Education “to operate a special purpose private school”, no evidence of licensure provided.
- “b” – Bidder met requirement – stated “Renovation of existing structure” under the “Project Design” category, included anticipated date(s)/time period and noted in the additional information column that the Bidder currently has an 8-bed unit that was built “60+” years ago which can be renovated.
- “c” – Bidder marked “N/A”.
- “d” – Bidder met the requirement – noted local building permit; State Fire Marshall approval; local electrical permit; and local plumbing permit, with anticipated dates noted.
- “e” – Bidder minimally met requirement – noted preliminary drawings; final drawings for bid; and project completion date, with anticipated dates included. No construction timeline noted.
- “f” – Bidder met requirement – noted hiring of staff would begin 90 days prior to program opening. The Bidder stated they plan on recruiting both locally and out of state for staff to meet program needs, this will include “BHP staff” for supervision, a supervisor, and a substance use counselor.”
- “g” – Bidder stated “Eight (8) additional adolescent substance use disorder treatment beds” for this section. Bidder noted that they currently have the ability to rehab one cottage to expand adolescent access to residential care.
- “h” – Bidder met requirement – noted Level 3.5 for ASAM level of care.
- “i” – Bidder met requirement – anticipated delivery date of 11/1/24.

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- “j” – Bidder met requirement – noted 8 beds, and that they would be filled at 75% capacity.
- “k” – Bidder stated, “Begin working with the Department of Corrections, case management agencies, hospitals, case management agencies, and the Department of Health and Human Services to accept referrals within ninety (90) days of opening.”
- “l” – Bidder stated they would “work with the Department to assure that 80% of beds are filled under a child residential and substance use license offering comprehensive quality care; and, will work to offer care for clients with both Medicaid and commercial insurance.”

C. Operational Requirements

- “a” – Bidder minimally met requirement – stated that when positions are open for an extended amount of time or are critical for services, recruitment offers competitive bonuses to recruit staff, including the option to relocate to Maine. No further details were described.
- “b” – Bidder stated that they offer competitive pay and benefits to all full-time employees; and also offers tuition payments to full-time eligible employees (eligibility criteria not described). Bidder stated that they have a robust training department where all staff can take advantage of training and educational opportunities.
- “c” – Bidder stated that supervision is offered to all staff, per Maine State Licensing regulations; and that a certified Clinical Supervisor oversees all aspects of the program and supervises all treatment providers. Bidder stated that the Residential Manager is trained in SUD and supervises the Youth and Family counselors; and that all staff will be offered group and individual supervision. Frequency and minimum supervision requirements, aside from State licensing requirements, were not described.
- “d” – Bidder stated that the children’s residential programs have a Training Coordinator who assures all staff are trained “in the required and necessary processes and procedures, including confidentiality.” The Bidder stated that supervisors knowledgeable in SUD and Residential Treatment provide supplemental education and ongoing support through the day-to-day operations of the program.

- Bidder did not meet the requirement – Bidder provided anticipated physical location, hours (24/7), and that they would accept all major insurances, MaineCare and any State or federal grants; however, did not include a description on number of potential Adolescents/Adult Consumers to be served,

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INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Office of Behavioral Health

<p>based on increased number of beds stratified by health insurance payer type, including MaineCare.</p>
<p>D. Programmatic Requirements</p>
<p>1. Program Requirements</p>
<ul style="list-style-type: none"> • Bidder stated that treatment would be based on the physical and emotional changes adolescences experience. Bidder stated that all care is provided with a training specific intervention in mind to support the recovery process; and that for those with educational needs, the day treatment school is available. • Bidder met requirement – Bidder described ASAM 2020 National Practice Guidelines for Treatment recommendations in reference to services provided in order to prevent harm reduction. • Bidder also stated that “Group treatment would be limited to clinically appropriate intentions since adolescent group counseling can be contraindicated so as to not unintentionally reinforce the use of substances.” Research supporting this claim was not provided.
<ul style="list-style-type: none"> • Bidder referenced the National Institute of Drug Abuse’ published “Principles of Adolescent Substance Use Disorder Treatment: A Research-Based Guide” and its recommendation that both behavioral and family-based interventions last 12-16 weeks. Bidder notes that Cognitive Behavioral Therapy; Motivational based therapies (no further details); and Contingency Management (CM) treatment are also recommended, and that the Bidder supports use of these practices as well. • Bidder stated that their family therapies would include Brief Strategic Family Therapy or Multisystemic Treatment, which the Bidder stated is commonly used in Maine. • The Bidder also stated recommendations by the National Library of Medicine, however, did not state how this related to the Bidder and the Bidder’s intended service provision. • Bidder did not meet the requirement – although the Bidder referenced outside-of-agency research, there were no source links nor dates provided for the referenced research. Bidder did not describe how fidelity of the evidence-based practice will be monitored.
<ul style="list-style-type: none"> • Bidder described recruitment occurring through working with the Department of Corrections, case management organizations, school departments, primary care/pediatric practices, hospital systems and DHHS to gain referrals. • Once referral is made, the Bidder will reach out to set up an assessment and provide a tour of the facility.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: Office of Behavioral Health

<ul style="list-style-type: none"> • Bidder stated they have an intake/discharge department on campus that includes a Coordinator and a Clinician. • For engagement, Bidder stated they work with residents and families/natural supports to assure the treatment plan is client centered and includes “engagement strategies”; allowing adjustment to the treatment plan, if needed. • Bidder also noted that they strongly support the “Rights of Recipients of Mental Health Participants and works with residents to exercise their compliant and grievance rights should they be unhappy with their treatment.”
<ul style="list-style-type: none"> • Bidder did not meet the requirement – Bidder did not describe their previous experience in collaborating and coordinating with other community service agencies within the continuum of care to address social determinants of health. Bidder only stated that they “work closely” with certain agencies, without describing the way in which they have “worked closely”. Bidder also included a description of future service provision; not noting current or past service provision to residents – especially as related to social determinants of health.
<ul style="list-style-type: none"> • Bidder minimally met requirement - <ul style="list-style-type: none"> ○ Bidder stated that their intake/discharge assessment clinician works with residents as part of their treatment team to assure discharge planning is in place and follows up with residents and families after discharge. Frequency or when follow-up might occur was not described. ○ Bidder stated that their intake/discharge assessment clinician is also connected to schools throughout the State, the Department of Corrections and other community-based services to assure for a smooth transition back into the home/community. How this assurance would occur was not described.
<ul style="list-style-type: none"> • Bidder stated that they would begin accepting referrals within 90 days of projected opening, “working closely with the Department of Health and Human Services and the Department of Corrections to place two (2) to three (3) residents for treatment”. Bidder stated that the remaining beds would be filled within 120 days, and that they anticipate 75% capacity at any time. • Bidder stated they would work with the State to determine a rate to support the proposed model and MaineCare would cover services other than 3rd party commercial reimbursement. • Bidder did not provide a prospective timeline indicating how revenue is expected to grow and displace the awarded funds after the project period.
<p>2. Equity and Consumer Engagement</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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- | |
|--|
| <ul style="list-style-type: none"> • Bidder stated that adolescent SUD treatment has significantly been reduced while the need has increased, no data provided. • Bidder stated that the Department of Corrections Juvenile Justice Department has recommended consideration for this program. It is unclear if the Bidder is suggesting that the Department of Corrections Juvenile Justice Department is recommending the Bidder specifically, no letter(s) of support provided (letter(s) of support were not an application requirement). No link/source provided to substantiate this claim. • Bidder noted that though a significant number of adult treatment facilities have opened, there continues to be a need for adolescent treatment. No data/link/source provided. • Bidder did not meet this requirement – Bidder did not provide data specific to the population of focus, supporting links/sources for service gaps in the target geographic area, nor any information on what instruments or procedures were utilized for collection of data. |
| <ul style="list-style-type: none"> • Bidder stated they would “measure whether adolescents’ complete treatment and use the Youth Screening, Brief Intervention, and Referral to Treatment (YSBIRT) to measure change in residents regarding use of substances.” • Bidder stated they would also use the Daily Living Activities – 20 (DLA -20) for children to measure across multiple dimensions of the residents’ treatment. • Bidder did not meet the requirement – Bidder did not include how they will adapt approaches as necessary to improve utilization and outcomes. |
| <ul style="list-style-type: none"> • Bidder stated that all residential staff are provided with training in the Children and Residential Experiences (CARE) model; and stated that part of the model calls for engagement in programming by residents, including participation in advisories, as able. • Bidder stated adolescents would be included in the campus wide advisory group. • Bidder did not meet the requirement – Bidder did not describe efforts to engage adolescent consumers experiencing SUD in leadership and direct service staffing. |
| <ul style="list-style-type: none"> • Bidder met requirement – stated they do not currently have any relevant issues with credentialing bodies or active complaints with the Maine Human Rights Commission. |

E. Allowable and Non-Allowable Use of Funds
Physical Structure Project

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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<ul style="list-style-type: none"> • Bidder stated that their current residential unit was built in the 1960s on their campus; that there have been updates over time, however, the original structure remains with a need to get the building up to current residential standards, including safety and security that meets best practice guidelines. Building or facility maintenance expenditures are specified in the RFA as an expense that cannot be covered under this grant funding opportunity. This evaluator is unsure if these described needs would be considered as building or facility maintenance expenditures due to the Bidder's current ownership of the building. <ul style="list-style-type: none"> ○ Bidder stated the building would "need to have a bid placed for construction, permits/approvals, construction – including siding, window replacement, doors, roofing, demolition and disposal of waste, framing, painting, sheetrock, flooring, and HAC system. • Bidder stated that the renovation costs would exceed the \$150,000 per bed maximum, however, the Bidder would be interested in discussing this with the department. • Specific funding costs were not provided.
<ul style="list-style-type: none"> • Bidder met the requirement – stated they would provide 10% in matching funds and use the funds to provide Facility Safety Equipment such as the sprinkler system and related building safety/security items. • Bidder stated that, based on the needs of the building demolition, they expect that they will likely contribute more than 10% of the funds. Bidder did not describe exactly how much more they would be contributing, above the 10%.
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Met requirement – Bidder stated that, due to the costs of the renovation, they are not requesting any funds for staffing and movable property and the Bidder will cover these costs.
<ul style="list-style-type: none"> • Bidder stated they would provide "10%+ matching funds" to be used in providing staff training and development, and for purchases of staff and client computers.

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none"> • Bidder did not embed their budget form within their application, instead – just submitted their budget form spreadsheet as a separate excel attachment. • Bidder did not meet the requirement – Bidder has noted elsewhere that they would be adding 8 beds, per the maximum rate of \$150,000/bed, this would

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result in a maximum allowable amount of \$1,200,000. The Bidder is requesting a total of \$5,400,000, which results in a \$4,200,000 increase from the maximum allowable amount. Bidder also indicated \$0.00 under matching funds in this section of the application.

- Bidder does not have detailed line items describing funding needs for specific expenses; instead, the Bidder has a total of 2 line items, both located under the “All Other” category. These 2 line items are as follows: a “lump sum for 12,000 sq feet” expense line of \$4,500,000; and an “overhead expenses” line item of \$900,000. No anticipated dates of completion were provided for either item.
- The justification provided for the “lump sum for 12,000 sq feet” line item refers to the “National average at \$375 per square feet” and includes some language regarding how the Bidder would request to negotiate with the Department above the RFA amount.
- The justification provided for the “overhead expenses” line item is as follows: “Averaged at 20% based on the national average.” No further justification/description provided.

Staffing and Movable Property Project

- Bidder did not embed their budget form within their application, instead – just submitted their budget form spreadsheet as a separate excel attachment.
- Bidder wrote “None requested” in this section of the spreadsheet, no other information aside from Agency Name and Contract Person were included in this section.
- Bidder noted \$0 for this cost in the application, “N/A” for source of project cost estimate, and \$0 for matching funds.

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RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Sweetser

DATE: 7/7/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes, Program will add an SUD component to their current therapeutic milieu.

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • Yes
Priority Counties
<ul style="list-style-type: none"> • Agency answered yes, but the site of the proposed program is in York County which is not a priority geographical location.

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • The agency has certifications and licenses, they plan to renovate a current building on their campus, plans for permits and approvals by 12/1/22, plans for construction completion by 11/1/24, plans to hire staff by summer of 24, plan to add 8 adolescent beds, not clear on sustainability.
C. Operational Requirements
<ul style="list-style-type: none"> • Meets • 50 Moody St, Saco will add 8 adolescent SUD treatment beds.
D. Programmatic Requirements
1. Program Requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 7/7/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

<ul style="list-style-type: none"> • Meets – Agency plans to add an SUD component to their existing curriculum.
<ul style="list-style-type: none"> • CBT, MI, CM and Principles of Adolescent SUD treatment, research based guide.
<ul style="list-style-type: none"> • Meets – Agency connected to many agencies and organizations as they are a current adolescent residential facility.
<ul style="list-style-type: none"> • Meets – Agency connected to many agencies and organizations as they are a current adolescent residential facility.
<ul style="list-style-type: none"> • Meets – Agency connected to many agencies and organizations as they are a current adolescent residential facility.
<ul style="list-style-type: none"> • Agency states that they will work with the state to establish a rate that would support the proposed model and MaineCare would cover other services.
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> • Department of corrections has recommended consideration of this project.
<ul style="list-style-type: none"> • Youth screening, brief intervention, referral to YSBIRT.
<ul style="list-style-type: none"> • Youth would be included in a campus wide advisory group.
<ul style="list-style-type: none"> • Agency reports no active complaints.
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • The allotted building will need to have a bid placed for construction, permits/approvals, construction - including siding, window replacement, doors, roofing, demolition and disposal of waste, framing, painting, sheetrock, flooring, and HVAC system. The renovation costs will exceed the \$150,000 per bed, however, Sweetser would be interested in discussing this with the Department. The cost per bed would be \$675,000 per bed.
<ul style="list-style-type: none"> • Agency will provide a 10% match by matching funds for Facility Safety Equipment, a sprinkler system, and safety security items.
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • No money being requested for staffing and movable property.
<ul style="list-style-type: none"> • Agency will provide 10% matching by providing staff training and purchase of staff and client computers.

<p>Part IV. Budget Form</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • Request \$5,400,000 (\$375,000 per square foot – 12,000 square feet) plus 20% overhead.

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EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

Staffing and Movable Property Project
<ul style="list-style-type: none">Request \$0

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RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Sweetser

DATE: 7/11/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Yes
<ul style="list-style-type: none">• Yes, no additional information provided
<ul style="list-style-type: none">• Yes, no additional information provided
Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none">• Yes
Priority Counties
<ul style="list-style-type: none">• No, facility is in Cumberland County but would accept consumers from all over the state
Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none">• Renovating an existing structure• Expected to open fall of 2024• 8 beds, starting with 2-3 and having all 6 within 6 months of opening• Level 3.5 Adolescent• Sustain 80% occupancy and accepting both MaineCare and commercial insurance
C. Operational Requirements
<ul style="list-style-type: none">• Recruiting team• Bonuses to recruit staff• Pay, benefits, and tuition reimbursement

**STATE OF MAINE
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EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> • Sweetser Training Institute • Provides licensing required supervision by a CCS • Training coordinator does orientation, including confidentiality and continued annual trainings
<ul style="list-style-type: none"> • 50 Moody St, Saco, ME • 24/7 • 8 beds
<p>D. Programmatic Requirements</p>
<p>1. Program Requirements</p>
<ul style="list-style-type: none"> • Groups only when clinically appropriate • ASAM 2020 guidelines for areas of focus
<ul style="list-style-type: none"> • National Institute of Drug Abuse recommendations • Cognitive Behavioral Therapy • Motivational based therapy • Contingency Management • Brief Strategic Family Therapy or Multisystemic Treatment
<ul style="list-style-type: none"> • Justice System • Case Managers • Schools • Primary Care and Hospitals • Department of Health and Human Services • Tours of the facility • I: Working with the intake/discharge department
<ul style="list-style-type: none"> • Actively collaborates and coordinates with many community partners
<ul style="list-style-type: none"> • For their current residentials they have an intake/discharge clinician that works with consumers as part of their team from start to finish and even after discharge
<ul style="list-style-type: none"> • Will start accepting referrals 90 days before expected opening • I; Will work with the State to determine a rate that would support the proposed model • MaineCare • Commercial Insurance
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> • Department of Corrections Juvenile Justice recommended the consideration of this project

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EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> • Completion Rate • Screening, Brief Intervention, and Referral to Treatment (SBIRT) • Daily Living Activities-20 (DAL-20)
<ul style="list-style-type: none"> • Campus Wide Advisory group
<ul style="list-style-type: none"> • None reported
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • Permits and approvals • Siding, windows, doors, roofing, demolition, framing, painting, sheetrock, flooring, and HVAC.
<ul style="list-style-type: none"> • Sprinkler and security systems • Will likely contribute more than the 10%
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Due to cost of renovation, not asking for this
<ul style="list-style-type: none"> • Staff training and development • Computers

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none"> • More than the allowed amount, willing to discuss this • Estimates provided by their Director of Facilities
Staffing and Movable Property Project
<ul style="list-style-type: none"> • None requested

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Sweetser

DATE: 7/12/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Meets requirement – the applicant indicated they have a current MaineCare Provider agreement
<ul style="list-style-type: none">• Does not meet requirement – the applicant stated they have a license but did not attach the license to their application
<ul style="list-style-type: none">• Does not meet requirement – the applicant stated they have a license but did not attach the license to their application

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none">• Meets requirement – the applicant indicated they plan on serving children between the ages of 10 and 17 years old
Priority Counties
<ul style="list-style-type: none">• Does not meet requirement – the applicant plans on the facility being in Saco which is not a priority county, however they do state that they would accept residents from any and all counties.

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none">• Meets requirement – the applicant provided a detailed workplan showing timeline and indicated they would have 8 adolescent beds
C. Operational Requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Sweetser

DATE: 7/12/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

<ul style="list-style-type: none"> Meets requirement – the applicant has a dedicated recruitment team, they offer competitive pay, benefits, and tuition for training for retention, they offer all staff group or individual supervision, and provides onboarding and ongoing training.
<ul style="list-style-type: none"> Meets requirement – the applicant’s facility would be located in Saco, it would be a 24/7 facility, with 8 beds. In the workplan they advised the MaineCare mix would be about 80%, 20% coming from commercial or private payers.
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> Meets requirement – the applicant lists ASAM 2020 National Practice Guidelines they would adhere to
<ul style="list-style-type: none"> Meets requirement – the applicant included a reference to their description
<ul style="list-style-type: none"> Meets requirement – the applicant would work with the dept of corrections, case management organizations, school depts, primary care/pediatric practices, hospitals and DHHS for referrals
<ul style="list-style-type: none"> Meets requirement – the applicant currently works closely with other organizations such as DHHS, case management agencies, and educational settings, to name a few
<ul style="list-style-type: none"> Meets requirement – the applicant has an intake/discharge assessment clinician who screens all residents and works with referring entities.
<ul style="list-style-type: none"> Meets requirement – the applicant would begin to accept referrals 90 days of the projected opening to place 2 or 3 beds, they anticipate the remainder will fill within 120 days of opening
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> Meets requirement – the applicant states that in recent year’s adolescent substance use treatment has significantly been reduced while the need has increased, the Department of Corrections Juvenile Justice Department has recommended consideration for this program
<ul style="list-style-type: none"> Meets requirement – the applicant uses YSBIRT to measure change in residents along with DLA-20
<ul style="list-style-type: none"> Meets requirement – the applicant utilizes the CARE model
<ul style="list-style-type: none"> Meets requirement – the applicant currently has no relevant issues or active complaints
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> Meets requirement – the applicant would look to renovate a building they already own in Saco

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

<ul style="list-style-type: none">• Meets requirement – the applicant would use 10% matching funds to provide facility safety/security equipment
Staffing and Movable Property Project
<ul style="list-style-type: none">• Meets requirement – the applicant is not requesting funds for moveable equipment
<ul style="list-style-type: none">• Meets requirement – the applicant will provide 10% fund matching here to provide both staff training and development

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none">• Does not meet requirement – the applicant is asking for more than the per bed cap, they do mention that they are willing to talk with the department regarding the ask
Staffing and Movable Property Project
<ul style="list-style-type: none">• Meets requirement – the applicant is not requesting money for staffing and movable property

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Sweetser

DATE: 5 Jul 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • No
<ul style="list-style-type: none"> • Yes

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • Yes adolescents between the ages of ten (10) to seventeen (17) years old at the 3.5
Priority Counties
<ul style="list-style-type: none"> • No

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • 11/1/2024 start
C. Operational Requirements
<ul style="list-style-type: none"> • tuition payments • All staff will be offered group and individual supervision. • Training Coordinator
<ul style="list-style-type: none"> • 50 Moody Street Saco • 8 bed • accept all major commercial payment providers and MaineCare, as well as any state or federal grants.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Allison Weeks

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D. Programmatic Requirements	
1. Program Requirements	
•	Clear understanding of required elements
•	behavioral and family-based interventions
•	CBT
•	MI
•	CM
•	Department of Corrections, case management organizations, school departments, primary care/pediatric practices, hospital systems, and the Department of Health and Human Service
•	Well established agency with strong community ties
•	Currently operates QRTP with dedicated intake/discharge assessment clinicia
•	within ninety (90) days
•	will work with the State to determine a rate that would support the proposed model?
•	MaineCare would cover services other than third party commercial reimbursement.
2. Equity and Consumer Engagement	
•	Well known need
•	Did not describe UM
•	engagement in programing byresidents, including participating in advisories
•	N/A
E. Allowable and Non-Allowable Use of Funds	
Physical Structure Project	
•	Vague construction estimates
•	Facility Safety Equipment
Staffing and Movable Property Project	
•	N/A
•	
Part IV. Budget Form	
Physical Structure Project	
•	5.4M

**STATE OF MAINE
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<ul style="list-style-type: none">• National average at \$375 per square foot. Sweetser would request the cost to negotiate with the Department above the RFA amount in order to offer this service to adolescents across the state with primary substance use disorder that also have co-occurring considerations and may need a holistic approach with education component and behavioral therapy.
Staffing and Movable Property Project
<ul style="list-style-type: none">•

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wabanaki Public Health and Wellness

DATE: 7/11/2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes, provided evidence
<ul style="list-style-type: none"> • No, N/A – intend to serve adults at this facility
Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No- no priority points awarded
Priority Counties
<ul style="list-style-type: none"> • No, Penobscot County- no priority points awarded
Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Provided, detailed, with timelines
C. Operational Requirements
<ul style="list-style-type: none"> • Addressed each component • Cedar Road, Bangor; 24/7; increase to 10 bed; most MaineCare or uninsured
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Described-managing acute intoxication and withdrawal, matched with ASAM level • ASAM 1-3.7 • ? evidence-based practices used

**STATE OF MAINE
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<ul style="list-style-type: none"> Monitoring via electronic health record, evaluations upon exit
<ul style="list-style-type: none"> Outreach to tribes and community service providers; referrals thru self, primary care, mental health providers, tribal health centers, correctional facilities; hotline
<ul style="list-style-type: none"> Tribal health clinics; consortium of community members, subject-matter experts, substance use recovery and prevention providers
<ul style="list-style-type: none"> Mentions internal and external resources and services but doesn't elaborate on who/types + Two-Eyed Seeing concept- integrating western and indigenous practices
<ul style="list-style-type: none"> 3rd party reimbursement, grants, philanthropic resources, MaineCare Lists types of grants/awards used in year 1, offset with 3rd party reimbursements; describes how subsequent years will include cultural tourism, grants, capital campaigns
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> + CDC WONDER, Maine Health Needs Assessment, Wabanaki community health surveys, tribal leader and health professional interviews
<ul style="list-style-type: none"> Addressed- electronic record system, evaluations upon discharge; indicated adjustments will be made based on evaluations
<ul style="list-style-type: none"> Prioritizes hiring personnel who are indigenous with lived experience
<ul style="list-style-type: none"> N/A
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> Included, detailed- permitting, management fees, interior improvements Salaries and clinical services ? was the intent to have 10% match for use on physical structure costs (total matching funds does equate to 10%+ of overall ask)
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> \$492k Additional positions, bedding, furniture, equipment \$60k personnel support

<p>Part IV. Budget Form</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> \$107,591; no match in this category- line item budget included, thorough
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> \$492,429; \$60k match- line item budget included, thorough

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wabanaki Public Health and Wellness

DATE: 7/5/23-7/6/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Bidder marked yes and included a copy of the letter received informing them of MaineCare enrollment application approval.
<ul style="list-style-type: none">• Bidder marked yes and included a scan of their provisional license for Outpatient Therapy (ends 7/13/2023) and Outpatient Care (ends 7/13/23).
<ul style="list-style-type: none">• Bidder marked no and that they are not requesting funds for provision of Adolescent residential services; they are only requesting funding for their Adult Residential SUD treatment facility.

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none">• Bidder marked no.
Priority Counties
<ul style="list-style-type: none">• Bidder marked no, the Adult Residential SUD Treatment facility is located in Bangor; and their brick-and-mortar treatment facilities are located in Penobscot County.• Bidder stated that citizens from the four Wabanaki tribes, or any of the other federally recognized tribes, can seek and access treatment through their center.

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none">• Bidder submitted their application as a pdf, did not include project workplan spreadsheet as an embedded spreadsheet, nor as an additional attachment.

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Instead, Bidder included scans of their project workplan in their pdf application (located following the end of the application).

- “a” – Bidder met requirement – noted Substance Use Agency and Mental Health Agencies under this section, including their period of licensure. In the “responsibilities/additional information” column, the Bidder noted that they would work with licensing to ensure current agency licensing includes Detox Center location, that the Business Office Manager is working on all requirements for licensing and that renewal of applications are currently in process (licenses set to expire 7/13/23).
- “b” – Bidder stated they would review and confirm necessary building upgrades with internal and external stakeholders, leadership and the landlord. Bidder noted that the landlord has completed renovations to other areas of the property and is aware and will be part of the improvement process.
- “c” – Bidder stated that they would maintain a strong working relationship with the landlord and collaborate on hiring and monitoring of contractors.
- “d” – Bidder noted that the landlord is familiar and maintains the responsibility for acquiring the necessary permits to complete the new renovation activities.
- “e” – Bidder noted that they and the landlord would review plan for renovations to the expanded suite and that they expect renovations to be completed within 60 days. Bidder included in the additional information column that “No formal site plan is necessary. Renovations are considered non-structural.” Bidder also included details on what renovation work would include.
- “f” – Bidder stated, “current staff will oversee the capital improvements” and that staffing plans are in place and once funding is secured and renovations begin, the Director of Human Resources will ensure all essential positions are posted for hiring.
- “g” – Bidder stated “Freestanding Medication Assisted Withdrawal” for this section and included in the “additional information” section that they would expand their existing 6-bed facility to 10 beds.
- “h” – Bidder stated “Level III: 7-WM” and provided a brief description of this service under the “additional information” section, stating that this is provided within their facility and adheres to all ASAM requirements for physician-monitored programs.
- “i” – Met requirement – noted 11/1/2023 as their anticipated service delivery date for the 4 additional beds.
- “j” – Met requirement – noted 4 beds would be added.
- “k” – Met requirement – stated that they would use direct outreach, mailings, electronic communications and public announcements. Bidder also included in

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the “additional information” section that written, digital, web and video communications will also be able available to ensure Tribal and the greater community is aware of services.

- “l” – Bidder noted “direct patient care reimbursements, philanthropic, grants, and [Bidder] cultural tourism revenue” in this section of the workplan. Bidder also noted 3rd party revenue collection opportunities would be maximized by enrolling with insurers such as MaineCare, Medicare, Private Insurances and the VA.

C. Operational Requirements

- “a” – Bidder described their recruiting process.
- “b” – Bidder stated they offer competitive wages and is a Substance Use Disorder Treatment and Recovery Loan Repayment Program (STAR-LRP) facility that provides a unique incentive to attract and retain qualified staff who take advantage of the program. Bidder also stated that they provide a positive work environment that is productive while also promoting a healthy work-life balance; a description on how is achieved was not provided.
- “c” – Bidder stated licensed team members are provided direct supervision and clinical oversight by the medical director or the certified clinical supervisor and that “additional team members report to their manager for supervision.” Frequency and duration of supervision was not described.
- “d” – Bidder stated that all staff, as a part of their onboarding process, must complete mandatory in-person and online trainings, including mandated reporter training and confidentiality requirements.
- Although this information was not requested by the RFA, Bidder stated in this section that they would be bringing on 2 additional full time staff to their current staffing plan, to address the addition of 4 beds through this funding opportunity. Staff to be hired are 1 certified Alcohol and Drug Counselor and 1 Recovery Coach.

- Bidder minimally met requirement – although Bidder did not specifically stratify number of potential Adult Consumers to be served by health insurance payer type, they did provide a separate description describing general health insurance payer type of their population.
- Bidder stated individuals appropriate for withdrawal management services receive services regardless of insurance status; and for those uninsured who may qualify for Medicaid, the Bidder has systems in place to assist individuals with MaineCare enrollment built into the recovery model.
- Bidder stated they would enroll in other 3rd-party insurance, becoming a provider of preferred choice.

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D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none">• Met requirement.• Bidder described intake into placement processes and that once the client is successfully admitted into the Bidder’s Withdrawal Management Services, additional intake will be completed, and a treatment plan drafted.• Bidder described treatment as consisting “of a set of interventions aimed at managing acute intoxication and withdrawal.”• Bidder stated that Withdrawal Management is integrated into all services at their Center; and that individuals needing withdrawal management will be provided with a comprehensive evaluation, stabilization, admission and referral to the most appropriate level of care for withdrawal management in the least restrictive setting available. Bidder stated that the placement is matched with ASAM patient placement criteria and that these criteria are in alignment with ASAM Withdrawal Management.• Bidder stated there is 24-hr supervision at their facility and that individuals in withdrawal will be provided with ongoing medical and clinical monitoring; with medical referrals made to a more intensive level of care (i.e., hospital, emergency room) when indicated.
<ul style="list-style-type: none">• Bidder stated treatment would consist of a set of interventions aimed at managing acute intoxication and withdrawal. No details were provided on these interventions.• Bidder referred to their placement criteria matching ASAM’s patient placement criteria and how their criteria are in alignment with ASAM Level 1-WM (Ambulatory withdrawal management without extended onsite monitoring) to ASAM Level 3.7-WM (Medically monitored inpatient). Bidder stated levels of withdrawal management will be managed and coordinated by their Recovery Clinical team in the residential setting.• Bidder stated they would monitor utilization, fidelity of practice and treatment outcomes for all consumers in their electronic health record system; and that consumers will provide evaluations of services received upon exit. The Bidder will utilize these evaluations to adjust and make improvements to services provided while complying with all State, federal, and local regulations for a residential withdrawal treatment center.
<ul style="list-style-type: none">• Bidder stated they provide outreach services to all five tribal communities, and to numerous community service providers; this outreach includes Mental/Behavioral and SUD treatment and recovery services.

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<ul style="list-style-type: none">• Bidder also stated they operate a crisis and recovery support hotline which can be utilized for mobile outreach and referral to their Treatment Center.• Bidder stated they also accept patient self-referrals, referrals from primary care physicians, mental health services providers, tribal health centers, correctional facilities, and other medical or mental health facilities providing interim behavioral health and/or SUD care.• Bidder did not meet the requirement – Bidder did not describe how consumers will be engaged and retained in services, including policies and practices to support accessing and successfully completing Residential SUD Treatment services.
<ul style="list-style-type: none">• Bidder stated they have “a long and vetted history of collaborating with the five tribal health clinics in Maine.”• Bidder stated they supported a consortium of community members, subject matter experts, and substance use recovery and prevention providers through HRSA RCORP (acronym not spelled out) planning and implementation grants.• Bidder stated that they have partnered with each tribal community to conduct 2 tribal community health needs assessments, one in 2010 and one in 2022. Community health improvement plans were produced as a result and focused on addressing the identified public health needs of each community. Specific public health needs and methods to address by the Bidder were not described.• Bidder minimally met requirement – creation and collaboration of a community health needs assessment suggests experience collaborating and coordinating with other community services agencies within the continuum of care to assess social determinants of health needs; however, this was never explicitly expressed and actual previous experience addressing social determinants of health was not described, aside from the two tribal community health needs assessments.
<ul style="list-style-type: none">• Bidder stated that they are moving towards a healing model “where regardless of where a person is in their journey, there is a place for them.”• Bidder stated that their current recovery processes follow the individual from their first request for assistance through reintegration into the community.• Bidder noted that individuals are supported regardless of where they decide to receive services and are followed post discharge to ensure continuity of services and that the individual knows the organization will continue to be there to support them. No details were included regarding frequency and/or duration of follow-up post discharge.

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<ul style="list-style-type: none">• Bidder stated they have strong relationships with other providers and service organizations in the area as well as throughout the state that assist with current gaps in residential treatment services. Bidder stated that this grant will assist in addressing these gaps. Further information on specific gaps where not included.
<ul style="list-style-type: none">• Bidder stated they would continue to utilize third party reimbursement for billable services, federal grants and philanthropic resources. Bidder stated they would bill through MaineCare for eligible participants, with other third party billing options utilized, as appropriate.• Bidder described a prospective timeline where: in year 1, most staffing expenses will be shared with existing federal awards and general operating costs will be offset by third party reimbursements; and in subsequent years, operations will be sustained by a combination of reimbursements, grant funding, philanthropic awards and cultural tourism.• Bidder also referenced that “Capital campaigns and investments will be utilized to ensure high quality culturally based service is provided to those who seek services.”
2. Equity and Consumer Engagement
<ul style="list-style-type: none">• Bidder referred to the CDC WONDER system which displayed a much higher drug-induced mortality rate for Native Americans in Maine versus White Mainers (29.9 per 100,000 versus 13.9 per 100,000). No date provided for year this data is referring to, also no information provided on instruments utilized for data collection; however, it is assumed that CDC data is garnered from State systems, at a minimum.• Bidder referenced the 2015 Maine State Health Needs Assessment which found that 7.8% of high school students who identified as Native Americans indicate nonmedical use of prescription drugs. No information provided on instruments utilized; however, it is assumed that surveys were utilized.• Bidder referenced the Wabanaki Public Health and Wellness’ annual community health surveys’ findings which found that over 50% of the respondent’s indicated opioids were their top substance of concern in their community; with this rate going up to 91% when surveying community leaders. No date provided for year this data is referring to.• Bidder stated that tribal leaders and health professionals interviewed in 2016 all shared that the need for substance use treatment outnumbered the number of available treatment options; these individuals estimated that the unmet need

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<p>was around 50% “(i.e., unable to provide treatment option for 1 out of 2 people seeking help).”</p> <ul style="list-style-type: none"> • Bidder also stated that, “Across the country, American Indians and Alaska Natives had the highest drug overdose death rates in 2015 and the largest percentage change increase in the number of deaths from 1995 to 2015 relative to other racial/ethnic groups.” Bidder did not provide a source for this data, nor information on instruments utilized. Evaluator assumes this is in reference to CDC data; however, it is unclear.
<ul style="list-style-type: none"> • Bidder stated they would monitor utilization, fidelity of practice and treatment outcomes for all consumers in their electronic health record system. • Bidder stated they would also have consumers provide evaluations of services received upon exit and that these evaluations will be utilized by the Bidder to adjust and make improvements to services provided, while still complying with all State, federal, and local regulations for a residential withdrawal treatment center.
<ul style="list-style-type: none"> • Bidder stated their board of Directors of Directors is comprised of Indigenous individuals who are representative of the communities served, and that over 60% of the agency’s staff identify as Indigenous. • Bidder stated that the program supported through this grant opportunity is led by individuals in recovery, and friends and families of those impacted by SUD. Bidder stated that much of the work was built upon the results of the Tribal Community Health Improvement Plans 2017-2019. Which named substance use as their number one priority of focus, and the biggest public health challenge impacting the community. • Bidder stated that – throughout the integration of additional services into the Bidder’s structure, communities, stakeholders, Board of Directors, “DCC” (not spelled out) and clients through formal and informal evaluations are incorporated into planning and the Bidder anticipates this involvement will continue. • Bidder stated that they prioritize hiring indigenous individuals with lived experience and incorporates feedback to better attune the recovery infrastructure and systems in development.
<ul style="list-style-type: none"> • Bidder wrote “N/A”.
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • Bidder stated that renovations are considered non-structural and described details on what the renovation work would include.

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<ul style="list-style-type: none"> • Bidder did not include what funding amount would be required.
<ul style="list-style-type: none"> • Bidder stated matching funds would be used to fully fund provider salaries and clinical service not covered through other funding sources.
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Bidder stated they are requesting support for 2 additional staffing positions and 3 months support for existing staff. Bidder is intending on hiring 1 Certified Alcohol and Drug Counselor and 1 Peer Recovery Coach to meet the needs of expanding from 6 beds to 10 beds. Funding required for this expense was not described. • Bidder also stated that addition of 4 patient beds would also require items related to bedroom furnishment such as sheet sets, pillows, bedding and lamps. Bidder stated the expansion would also include an upgrade to common areas including furniture, Industrial Washer/Dryer, Piccole Lab Equipment, Lab Refrigerator, Kitchen Upgrades, Office Chairs, Surge Protectors, and Desktop Computers and computing accessories. Bidder did not describe funding amount required for these expenses. • Bidder referred to their budget attachment for detail.
<ul style="list-style-type: none"> • Bidder stated matching funds of 60,000 (10% of the total proposed ask) in the form of in-kind and philanthropic grant dollars shall be used to support key personnel working for facility.

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none"> • Bidder submitted a pdf application, including a scan of the budget form. • Bidder submitted a complete budget form with no exterior improvements needed for the facility. • Bidder referred to previous work completed and quotes for costs. • Completion dates and justification provided. • Bidder wrote \$0 under matching funds for structural but notes for the reader to see the match funds (10% of total proposed ask) to be utilized for purposes of staffing and movable property. • Bidder will be adding 4 additional beds; has a total requested funding across both categories of \$600,000 and is at the maximum amount that can be requested.
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Bidder submitted a pdf application, including a scan of the budget form.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wabanaki Public Health and Wellness

DATE: 7/5/23-7/6/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- Bidder has staffing costs included in this section, evaluator is unsure of the extent of allowed expenses for staffing-related costs.
- Fringe benefits, food and local in state travel were included in this section.
- Training expenses are also included in this section and it is unclear if the Bidder will be utilizing these funds for training past the allowed initial 3 months.
- Bidder included 10% as a line item in this section for “indirect costs”. What these costs may entail is not specified. In the justification, the Bidder stated that since “There is not a negotiated indirect cost rate agreement”, they will use a “10% de minimus [sic] indirect rate on modified total direct expenses of \$60,000”.
- Completion dates and justification provided.
- Bidder notes in this section that matching funds, 10% of total proposed ask, will be used for staffing and movable property expenses.
- Bidder will be adding 4 additional beds; has a total requested funding across both categories of \$600,000 and is at the maximum amount that can be requested.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wabanaki Public Health and Wellness

DATE: 7/7/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No, but they are collaborating with Bradley REACH in hopes of developing a pilot program for adolescents.
Priority Counties
<ul style="list-style-type: none"> • No. The program is located in Bangor and serves indigenous population exclusively.

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Licensing and certifications in place, work with landlord on the same location, plans for permits, review plan for expansion of original suite, current licenses, staffing to oversee capital improvements, service anticipated 11/1/23, 3.7 detox, increasing 6 beds -10 beds (+4), outreach and mailings, plan to sustain through patient care reimbursements, philanthropic grants, and WPHW cultural tourism revenue.
C. Operational Requirements
<ul style="list-style-type: none"> • Meets
<ul style="list-style-type: none"> • Mt Hope Ave, Bangor. The agency will add 4 additional beds.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wabanaki Public Health and Wellness

DATE: 7/7/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Meets • No discussion of evidence based treatment modalities. • Outreach to tribal communities and community service providers. • Agency collaborates with tribal health facilities and through community needs assessments. • Agency has a history of collaboration. • Agency will utilize federal rewards, reimbursements, grant funding, philanthropic awards and cultural tourism revenue to sustain.
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Meets to include indigenous people. • HER, evaluations on exit. • The board includes indigenous tribal members on their board which includes people in recovery and involved others. • Agency reports none.
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • Renovations are considered non structural, painting, trim work, replacing carpeting, adding an adjoining door, updating old cabinets, countertops, sinks, plumbing for dishwasher and water cooler, venting duct for kitchen, additional washer dryer connection, exhaust, lighting upgrades which includes dimmable switches, increasing existing security cameras, changing outdoor handles, locks, and access controlled mechanisms. • Matching funds will be used to fully fund provider salaries and clinical services not covered through other funding sources.
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Requesting fund for two additional staff and 3 months for existing staff, CADK, Peer Recovery Coach. Sheet sets, pillows, bedding, and lamps, upgrade to common area including furniture, Industrial Washer/Dryer, Piccole Lab Equipment, Lab Refrigerator, Kitchen Upgrades, Office Chairs, Surge Protectors, and Desktop Computers and computing accessories. • Matching funds of 60,000 (10% of the total proposed ask) in the form of in-kind and philanthropic grant dollars shall be used to support key personnel working for Cedar Road.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT NAME: Wabanaki Public Health and Wellness

DATE: 7/7/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none">• Requesting \$107,571
Staffing and Movable Property Project
<ul style="list-style-type: none">• Requesting \$492,429

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wabanaki Public Health and Wellness

DATE: 7/12/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none">• Yes
<ul style="list-style-type: none">• Yes, attached
<ul style="list-style-type: none">• No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none">• No
Priority Counties
<ul style="list-style-type: none">• No

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none">• License renewal is in process• Level 3.7• Adding 4 beds to a current program (10 total)• Sustainable through insurance reimbursement, grants, philanthropy, and tourism revenue
C. Operational Requirements
<ul style="list-style-type: none">• HR Department• Benefits package• Training including mandated reporter and confidentiality• Substance Use Disorder Treatment and Recovery Loan Repayment Program

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wabanaki Public Health and Wellness

DATE: 7/12/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> • Positive work environment • Supervision provided
<ul style="list-style-type: none"> • Mt Hope Ave, Bangor • 24/7 • Increase from 6 bed to 10, does not include additional information
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Withdrawal Management • Assessment is used to determine ASAM level of care placement
<ul style="list-style-type: none"> • Evaluation • Stabilization • Admission • Referral to appropriate level of care • Fidelity will be monitored using the Electronic Health Record and consumer evaluations
<ul style="list-style-type: none"> • Agency provides outreach services • Agency run crisis and recovery support otline • Self referrals • Provider referrals
<ul style="list-style-type: none"> • Long history with five tribal health clinics
<ul style="list-style-type: none"> • Will use community partnerships to ensure consumers are at the right level of care
<ul style="list-style-type: none"> • Third Party reimbursement • Federal Grants • Philanthropic resources • MaineCare
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • CDC WONDER system • 2015 Maine State Health Needs Assessment • Community health surveys through Wabanaki Public Health and Wellness • Tribal leaders and health professionals
<ul style="list-style-type: none"> • Electronic Health Record • Consumer Evaluations • Wil use data to adjust and make improvements to services
<ul style="list-style-type: none"> • Board of Directors

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

APPLICANT NAME: Wabanaki Public Health and Wellness

DATE: 7/12/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none">• This program is supported by consumers and their families• Consumer evaluations used in planning this program• Hiring staff with lived experience
<ul style="list-style-type: none">• None reported
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none">• Non structural renovations• Flooring, painting, new doors, updating kitchen
<ul style="list-style-type: none">• Used to fully fund provider salaries and clinical services not covered by other means
Staffing and Movable Property Project
<ul style="list-style-type: none">• 2 new staff• 3 months of support for current staff• Furniture, lab equipment, computers, kitchen updates
<ul style="list-style-type: none">• Match will be used to support key personnel

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none">• Within allowed amount
Staffing and Movable Property Project
<ul style="list-style-type: none">• Q: Food• Q: Travel• Q: Electronic Health Record• Q: Security Services

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wabanaki Public Health and Wellness

DATE: 7/12/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> Meets requirement – The applicant states they have a current MaineCare provider agreement
<ul style="list-style-type: none"> Meets requirement – The applicant attached 2 active licenses for outpatient care and outpatient therapy
<ul style="list-style-type: none"> N/A

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> Meets requirement – The applicant is not planning on operating an adolescent facility at this time, but may do more research regarding this in the future
Priority Counties
<ul style="list-style-type: none"> The applicant has brick and mortar facilities in Penobscot county, but they would serve members across counties

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> Meets requirement – The applicant has included a workplan with a timeline that aims for services to begin 11/1/23 or sooner. They are planning to add 4 beds to their established 6 bed facility for a total of 10 beds.
C. Operational Requirements
<ul style="list-style-type: none"> Meets requirement – The applicant has a dedicated human resources department for recruiting, hiring, onboard, and train appropriate staff. With four new beds the applicant will increase staffing by 2 full time positions.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wabanaki Public Health and Wellness

DATE: 7/12/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

<ul style="list-style-type: none"> • I – the applicant is a Substance Use Disorder Treatment and Recovery Loan Repayment Program (STAR-LRP) facility
<ul style="list-style-type: none"> • Meets requirement – The applicant has a facility in Bangor, Maine, it is 24/7, for adult consumers currently, and consumers are usually MaineCare or uninsured. • G – The applicant provides these services to applicants who qualify regardless of insurance status
<p>D. Programmatic Requirements</p>
<p>1. Program Requirements</p>
<ul style="list-style-type: none"> • Meets requirement – The applicant described their intake process; it begins before admittance to result in a seamless transition
<ul style="list-style-type: none"> • Meets requirement – The applicant will match placement based on ASAM placement criteria
<ul style="list-style-type: none"> • Meets requirement – The applicant provides outreach services to all five tribal communities and to numerous community service providers • I The applicant operates a crisis and recovery support hotline called the Wabanaki Care Line, which can be utilized for mobile outreach and referral
<ul style="list-style-type: none"> • Meets requirement – The applicant has partnered with each tribal community to conduct two tribal community health needs assessments, one in 2010 and one in 2022. This collaboration produced community health improvement plans that are focused on addressing the identified public health needs of each community
<ul style="list-style-type: none"> • Meets requirement – The applicant has strong relationships with other providers and service organizations in the area as well as throughout the state.
<ul style="list-style-type: none"> • Meets requirement – The applicant will continue to use third party reimbursement for billable services along with federal awards and grants
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> • Meets requirement – The applicant stated that Tribal leaders and health professionals interviewed in 2016 all shared that the need for substance use treatment outnumbered the number of available treatment options.
<ul style="list-style-type: none"> • Meets requirement – The applicant will use an electronic health record system to monitor services and outcomes
<ul style="list-style-type: none"> • Meets requirement – The applicant has a district coordinating council and a board of directors that reflects the communities served. The applicant also prioritizes hiring indigenous individuals with lived experience
<ul style="list-style-type: none"> • Meets requirement – The applicant states this is N/A

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

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APPLICANT NAME: Wabanaki Public Health and Wellness

DATE: 7/12/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

E. Allowable and Non-Allowable Use of Funds	
Physical Structure Project	
•	Meets requirement – The applicant has non structural renovations to complete to add 4 more beds. Applicant attached table 1 for more information
•	Meets requirement – The applicant would use matching funds for provider salaries and clinical services not covered through other funding sources
Staffing and Movable Property Project	
•	Meets requirement – The applicant is requesting support for 2 additional staffing positions and 3 months funding for existing staff as well as moveable equipment and furnishings
•	Meets requirement – The applicant would support key personnel

Part IV. Budget Form	
Physical Structure Project	
•	Meets requirement – The applicant included a budget form that detailed the timeline, proposed work, and amount of estimate
Staffing and Movable Property Project	
•	Meets requirement – The applicant included a budget form that detailed the items covered by their request. The total request meets the cap per bed requirement above

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wabanaki Public Health and Wellness

DATE: 5 Jul 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

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Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No
Priority Counties
<ul style="list-style-type: none"> • No

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • 11/1/2023
C. Operational Requirements
<ul style="list-style-type: none"> • Substance Use Disorder Treatment and Recovery Loan Repayment Program (STAR-LRP) facility
<ul style="list-style-type: none"> • expansion of services at Cedar Road, WPHW's Adult Residential SUD Treatment facility located at Mt Hope Avenue in Bangor • additional four beds • Most individuals receiving SUD services are either MaineCare members or are uninsured. Individuals appropriate for withdrawal management services receive services regardless of insurance status. For those uninsured who may qualify

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wabanaki Public Health and Wellness

DATE: 5 Jul 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

for Medicaid, WPHW has systems in place to assist individuals with MaineCare enrollment built into the recovery model.
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • There is 24-hour supervision and individuals in withdrawal will be provided ongoing medical and clinical monitoring. Medical referrals are made to a more intensive level of care i.e., hospital, emergency room when indicated
<ul style="list-style-type: none"> • ASAM Level 1-WM to Level 3.7-WM
<ul style="list-style-type: none"> • five tribal communities and to numerous community service providers
<ul style="list-style-type: none"> • collaborating with the five tribal health clinics in Maine
<ul style="list-style-type: none"> • Well integrated
<ul style="list-style-type: none"> • third party reimbursement for billable services, federal grants, and philanthropic resources.
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Native Americans in Maine have a much higher rate of mortality due to drug use than other racial groups.
<ul style="list-style-type: none"> • EHR
<ul style="list-style-type: none"> • Exit surveys
<ul style="list-style-type: none"> • 60% of staff identify as Indigenous
<ul style="list-style-type: none"> • N/A
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • non-structura
<ul style="list-style-type: none"> • provider salaries and clinical services
Staffing and Movable Property Project
<ul style="list-style-type: none"> • support for two additional staffing positions, and 3 months support for existing staff
<ul style="list-style-type: none"> •

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none"> • 150K bed
Staffing and Movable Property Project
<ul style="list-style-type: none"> •

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wellspring, Inc.

DATE: 7/11/2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes, evidence provided
<ul style="list-style-type: none"> • No- N/A Project intends to serve adults

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No- N/A- no priority points awarded
Priority Counties
<ul style="list-style-type: none"> • No- Penobscot County- no priority points awarded

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Included, detailed, with timelines
C. Operational Requirements
<ul style="list-style-type: none"> • Included, detailed, all aspects addressed • 465 S Main Street, Brewer; 24/7/365; 300 consumers served per year for detox; 168 individuals thru residential program expansion; insurer type provided, MaineCare 94%
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Provided, detailed- individualized tx plans using Matrix Model

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wellspring, Inc.

DATE: 7/11/2023

EVALUATOR NAME: Martha Kluzak

EVALUATOR DEPARTMENT: DHHS/Division of Facilities Management

<ul style="list-style-type: none"> • CBT, Contingency Management; used in large clinical trials (although no citation given); fidelity monitored via supervision
<ul style="list-style-type: none"> • +social media, community and self-referrals
<ul style="list-style-type: none"> • Engagement via satisfaction surveys
<ul style="list-style-type: none"> • Described array of types and provided agency names
<ul style="list-style-type: none"> • + interesting collaborations and memberships, but not sure the response answered the question on how support will be provided
<ul style="list-style-type: none"> • Robust referrals and waitlists are anticipated to sustain operations • Only timeline given is “once renovation and start-up costs are allocated and dispersed”
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> • New Horizons’ data re: discharge planning; halfway house waitlists; Maine Monthly Drug Overdose Report; own experiences
<ul style="list-style-type: none"> • Electronic health records
<ul style="list-style-type: none"> • + Hiring personnel who are in long-term recovery at all levels; membership on Board of Directors
<ul style="list-style-type: none"> • None
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • Permitting, site design, ADA ramp, interior renovation and construction
<ul style="list-style-type: none"> • 10% match to cover contingency costs not anticipated
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • Staffing and recruitment
<ul style="list-style-type: none"> • 10% match to cover contingency costs not anticipated

<p>Part IV. Budget Form</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • \$775,005; \$70,455 match
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • \$310,897; \$28, 263 match

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wellspring, Inc.

DATE: 7/6/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Bidder marked yes.
<ul style="list-style-type: none"> • Bidder marked yes and attached scans of the following licensure: <ul style="list-style-type: none"> ○ Substance Abuse Agency, for: inpatient care; non-residential rehabilitation; outpatient care; and residential programs – alcohol & drug. Expires 6/11/24. ○ Mental health Agency, for: outpatient therapy and residential programs – mental health. Expires 6/11/24.
<ul style="list-style-type: none"> • Bidder marked no.

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • Bidder marked no.
Priority Counties
<ul style="list-style-type: none"> • Bidder marked no.

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Workplan embedded in application is empty; however, Bidder did include a separate spreadsheet for the workplan with their submission. • Bidder provided a lot of detail in their submission. • “a” – Bidder noted their current license to operate a Medically Supervised Withdrawal Management Program will need to be amended to reflect the new

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wellspring, Inc.

DATE: 7/6/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

location and additional beds. The Bidder also stated they would apply for licensing for the Category I Residential license once renovation is underway; Bidder anticipates this will take about a month to meet regulations.

- “b” – Bidder noted anticipated location, and provided a brief description of the building. Bidder stated building is in “very good repair” and is already equipped with a sprinkler system. Bidder noted that updates to the entrance and installation of “ADA access items” will be required. Bidder attached their floor plan. Bidder states building has 2 floors, and aside from an ADA ramp at the front of the building, no work will be done to the lower level. Bidder is planning on adding 5 new Detox Beds and 15 new residential Rehab (treatment) beds.
- “c” – Bidder noted under this section that they have a signed Letter of Intent with the landlord and have attached this with their application.
- “d” – Bidder noted Site Plan and Zoning; and Building permits under this section. Bidder stated that, in consultation with a site engineer familiar with City ordinances, it is assumed that the city will allow proposed use with current zoning of “Convenience Business”. Bidder noted that, if necessary, a zone change to match the adjacent properties’ zoning of “High Density Residential” should accommodate this use.
- “e” – Bidder noted that the proposed plans for the construction/renovation work is complete. Bidder estimated the renovation/construction timeline to be complete within 5 months of permitting.
- “f” – Bidder stated this initiative would result in addition of 1 new staff member to the Detox program, and additional staff as needed to fully staff the new 15-bed Rehabilitation program (program manager, 3 SUD counselors, an administrative assistant, a Client Care Coordinator and up to 3.52 FTE for overnights). Bidder stated recruitment will begin 4 months before anticipated opening dates (1/2024 or 2/2024) and onboarding of new staff will begin 6-8 weeks before the anticipated opening date (April -May 2024). Evaluator is unsure why there are two separate anticipated open/opening dates. In the Staffing and Movable Property section, Bidder states a projected June 2024 opening date.
- “g” – Bidder stated they intend to expand their Medically Supervised Withdrawal Management program (ASAM 3.7) (adding 5 new beds) and starting a new program offering Category I rehabilitation beds (ASAM 3.1) (adding 15 new beds). The new program has short-term residential rehabilitation beds for those discharging from withdrawal management and needing a higher level of care for stabilization and development of early recovery skills.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wellspring, Inc.

DATE: 7/6/23

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- “h” – 5 new beds for medically supervised withdrawal management (ASAM level 3.7) and 15 new short-term residential rehabilitation beds (ASAM level 3.1).
- “i” – Bidder noted June 2024 for when beds would be available. Bidder also noted an anticipated opening of 10-12 months from notice of funding.
- “j” – Bidder is planning on adding a total of 20 new beds.
- “k” – Bidder described their referral process and included the entities and organizations they receive referrals from. Bidder stated they also intend to “ramp up” their marketing and communications program to increase visibility through public service announcements, letter distribution and increased social media posts regarding services offered. Bidder stated they also intend to enroll in the new State of Maine’s DHHS treatment bed referral service, “findtreatment.gov” and the Bidder is also currently updating their Website for ease of referrals to include secure on-line applications, which Bidder stated is important for self-referrals.
- “l” – Bidder stated they would continue to serve and bill for services for MaineCare members and will bill other insurance programs when the opportunity exists. Bidder stated they will welcome individuals who self-pay and they will be assessed on a sliding scale of income and ability to pay. Bidder anticipates operations to “continually ramp up” and that they will be fully sustained by June, 2025.

C. Operational Requirements

- “a” – Bidder stated hiring is conducted fairly without bias for age, gender, nationality, or sexual orientation. Bidder described their hiring process; including information on where they post job listings.
- “b” – Bidder stated, “Retention of staff begins with a great orientation followed by consistent and fair working conditions.” Bidder described working strategically the past 2 years to review and improve their onboarding and training processes and described revisions made. Bidder stated new hires are given tours across their sites, meet with administrative and fiscal teams and the executive director so that new staff have a deep sense of agency mission and an understanding of overall operations and interconnections across departments. Bidder stated staff also received an increase to hourly wages in the past year to bring them up to market competitive rates. Bidder states staff also received retention bonuses. Bidder notes that they solicit feedback on systems and quality improvements agency-wide through an employee advisory committee which interfaces with the Board of Directors who have an ad-hoc wages and benefits review committee.

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<ul style="list-style-type: none">• “c” – Bidder notes supervision of all staff is conducted regularly through informal and formal processes. Bidder stated licensed Clinical Staff typically receive clinical and administrative supervision and clinical supervision is conducted by a State Certified Clinical Supervisor (CCS). Managers receive clinical supervision from the Clinical Director of Residential Services, who also has a LADC and CCS. Additional oversight for this position is provided through a contracted outside clinical supervisor (PhD, LCPC, CCS0. Licensed Director level clinicians also report to the executive director weekly or bi-weekly for administrative supervision. Bidder stated all staff receive a 6-month review at the beginning of their tenure and then a yearly performance evaluation thereafter. Duration and frequency of supervision was not described.• “d” – Bidder stated this begins on the first day of employment through the orientation process and continues through tenure of employment. The Bidder’s HR department organizes and tracks state licensing required trainings and other agency required trainings, including privacy (42 CFR) cultural competency/sensitivity. HR and program managers also ensure clinical staff receive a minimum of 20hrs annually in targeted training to coincide with their identified professional development plan (including ethics and co-occurring issues). Non-licensed staff also receive job duty specific trainings as well as training in trauma informed care and the role of every employee to treat staff and clients with dignity and kindness.
<ul style="list-style-type: none">• Bidder provided anticipated physical location and hours (24hrs/365days).• Bidder anticipates serving an additional 300 consumers per year through the 5-bed expansion (for ASAM level 3.7).• Q - Bidder estimates providing services to 168 individuals per year, with an anticipated average stay of 30 days and an occupancy rate of 95%. Evaluator is unsure how this number relates to their anticipated serving of an additional 300 consumers per year. Are the 168 individuals served relating to the ASAM level 3.1 service provision (15 additional beds)?• Bidder stratified their projected revenue by payer type, with 94% coming from MaineCare, 3% from private insurance, 3% from self-pay, and 0% from Medicare.
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none">• Bidder stated they are adding a total of 20 new beds across 2 treatment programs.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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| <ul style="list-style-type: none">• Bidder’s addition of 5 new beds to their existing Medically Supervised Withdrawal Management Program will bring the total number of “detox” beds to 15. Bidder’s second expansion will result in a new program offering 15-bed category 1 rehab.• Bidder stated both programs will offer a trauma-informed approach to care and the Category 1 Rehab program will allow individuals to develop and practice early recovery skills such as developing resilience and the ability to refuse offers to use. Bidder stated consumers will also experience support from others in a recovery setting and prepare for transition back to the community, and ideally to a lower level of care in an outpatient setting.• Bidder stated services will be delivered in a 5-1 client/ counselor ration, with direct support staff available 24hrs/day for support and access to co-occurring mental health therapists.• Bidder described processes and services for residential SUD treatment, with a focus on early recovery skills; including a description of consumer integration with the recovery community early on and will collaborate with Bangor’s recovery program at the BARN (Bangor Area Recovery Network). Bidder stated there are also community-based self-help groups that the Bidder regularly interfaces with and transportation is provided to all appointments by the Bidder.• Bidder stated they use the evidence-based treatment model called the Matrix, which focuses on stabilizing substance use disorder symptoms and developing recovery skills such as relapse prevention and developing a social network that supports recovery.• Aside from initial mention of ASAM level services to be provided, no other explicit language was including to support alignment with applicable ASAM criteria. |
| <ul style="list-style-type: none">• Bidder stated they use the Matrix model of addiction treatment in both outpatient and residential programs. Bidder stated this is an integrated form of SUD treatment that combines different evidence-based therapeutic interventions such as cognitive behavioral therapy and contingency management. The model is stated as highly structured and has been adapted for residential inpatient settings.• Bidder also stated that all program managers are trained to deliver the Matrix model and fidelity is ensured by supervision of their clinical staff.• Bidder minimally met requirement – Although the Bidder stated that their treatment model (Matrix model) has been used in large clinical trials and found to reduce symptoms over the long term; no specific research articles/publications were linked or referenced. |

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| <ul style="list-style-type: none">• Bidder states recruitment efforts to engage and retain consumers are managed through social media, but community agency and self-referrals are such that the organization maintains active wait lists.• Bidder stated all programs conduct customer satisfaction surveys.• Bidder is currently engaged in work to systematically input survey information received into their database for better analysis and response to improve overall quality of services.• Bidder noted they regular hire individuals across the agency who are in long-term recovery; these consumers work as direct workers, at the mid-level management level and at the senior manager level. Bidder stated their Board of Directors also includes members who identify as people in long-term recovery and those who identify as “affected-other” family members.• Bidder noted that this topic is on their list of policy initiatives for strategic planning in the fall of 2023, in order to develop a long-term strategy. |
| <ul style="list-style-type: none">• Bidder described addressing social determinants for individuals via collaboration with other community service agencies. Bidder described partnering with 2 medical organizations. Their current halfway house partners with the Center for Family Medicine (Northern Light) for a medical director and for medical residents to see consumers from the Bidder’s halfway houses for medical exams and medical care and treatment. Bidder also partners with Penobscot Community Healthcare to provide a medical director for their Detox Program, as well as for initiating medicated assistance for those with opioid use disorder.• Bidder described their teams working regularly with housing assistance programs such as Fresh Start Sober Living, Community Health and Counseling Services and PCHC’s Hope House.• Bidder addresses transportation needs through Penquis’ Link program.• Bidder stated they work with domestic violence providers and providers supporting those with sex traffic histories.• Bidder stated they also engage regularly with the Health Equity Alliance for training on administration of Naloxone and with the public health office for supplies of naloxone for distribution to consumers and staff.• Bidder also stated they are closely connected with the Bangor Area Recovery Network (the BARN) to assist consumers with building relationships and supports in the recovery community post treatment. |

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<ul style="list-style-type: none">• Bidder stated they are a member of the Alliance of Addiction and Mental Health providers; with their executive director sitting on the board of directors and senior staff serving on various committees (specific committees not described).• Bidder also stated they have other senior staff members serving on the statewide Alcohol and Substance Use Counseling board, and partner agency boards such as Penobscot Community Health Center and the Together Place.• Bidder stated mid-level staff attend community network meetings through Penobscot partners and CHCS' CCBHC meetings as a designated collaborating agency.• Bidder stated their agency has board members from the University of Maine Orono and Augusta who work in the Social Work department and Counseling Department.• Bidder stated this work influences policy work at the state level and also allows for provision of continual input on quality improvements for the support of individuals graduating from treatment programs and integrating back to communities.• Bidder's response to "d" included previous experience collaborating with agencies and other stakeholders to provide Consumers pre- and post-discharge.
<ul style="list-style-type: none">• Bidder stated they do not anticipate needing additional support from the Department once renovation and start-up costs are allocated and dispersed.• Bidder noted that historically, services are managed through on-going wait lists and the Bidder expects referrals from partner agencies, as well as internal interdepartmental referrals to support and sustain operations from the time service delivery begins.• Bidder did not meet the requirement – bidder did not include a prospective timeline indicating how revenue is expected to grow and displace awarded funds after the project period.
2. Equity and Consumer Engagement
<ul style="list-style-type: none">• Bidder referenced their discharge planning data from their Detox Center and how it shows an overwhelming need for service options post detox. Bidder noted that, although 63% of those discharged were offered a referral for additional treatment, the residential options all had extensive wait lists. Bidder noted that their halfway houses recently had a total of 52 people in active status on their wait list.• Bidder referenced data shared by St. Frances' 45-day program operated by Catholic Charities stating that they had 30 active people on their waitlist.

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- Bidder referenced the Maine Monthly Drug Overdose Data Report (conducted by the Margaret Chase Smith Policy Center) which provided recently released information stating that the total number of drug overdoses is 4.5% higher in 2022 than in 2021; and that this number represents a 13.5% increase in fatal overdose deaths (3.8% for non-fatal). Bidder noted the total number of confirmed and suspected overdose deaths statewide for 2022 is 716, compared to 631 in 2021; with males between the ages of 40-59 representing the highest number of deaths.
 - Bidder referenced serving 1,365 people this past year, which was an increase of 8% over the last year.
 - Bidder states that staff regularly express concern about the lack of next steps for stabilization, particularly for those assessed as needing support for early recovery.
-
- Bidder stated they were recently notified by OBH about the upcoming process for monitoring utilization rates and that the Bidder is comfortable with the increased attention toward tracking appropriate level of care for admissions, especially as their current strategic plan identifies internal activities for specific data tracking, including key performance indicators and outcomes for the services they provide.
 - Bidder stated they use an electronic health records software program that is being configured to track their identified KPIs (acronym not spelled out).
 - Bidder did not meet the requirement – Bidder did not describe how they will adapt approaches as necessary to improve utilization and outcomes.
-
- Bidder stated they intend to look closer at engaging individuals experiencing SUD in broader roles around decision making.
 - Currently, the Bidder stated they hire individuals across the agency who are in long-term recovery; these individuals serve as direct workers, at the mid-level management level and at the senior manager level.
 - Bidder stated they also have members on their Board of Directors who identify as people in long-term recovery and who identify as “affected-other” family members.
 - Bidder noted that this topic is on their list of policy initiatives for strategic planning in the fall of 2023, in order to develop a long-term strategy.
-
- Bidder stated they do not have any active or outstanding complaints or issues with any relevant credentialing bodies or the Maine Human Rights Commission against the Bidder.

E. Allowable and Non-Allowable Use of Funds

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

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EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

Physical Structure Project

- Bidder stated the project will involve renovating two floors of a three-story building; with each floor offering a separate co-occurring SUD treatment program.
- Bidder noted that the main floor will house the Medically Monitored Withdrawal Management Program (Detox) ASAM 3.7 and will have a total of 15 beds, 5 of which are new and included in the costs for their proposal.
- Bidder stated the upper level will house a Residential Category I ASAM level 3.1 program with 15 new beds, with costs included in this proposal.
- The lower level of the building will house SUD outpatient and IOP (acronym not described), these costs are not included in the proposal.
- Bidder noted what allowable expenses they will be needing but did not include information on funding amounts required.

- Bidder stated matching funds of 10% will be used to cover contingency costs not anticipated.

Staffing and Movable Property Project

- Bidder stated staffing and movable property will included start up costs as listed in the RFA's table of allowable expenses to accommodate 1 new program and 1/3 of the detox program. This also includes costs for staffing, recruitment, hiring, training and on-boarding.
- Specific funding amounts required were not noted.
- Evaluator is unsure what staffing costs are allowable for this grant funding opportunity, aside from the initial staff training and professional development costs allowed for the initial 3 months.

- Bidder stated matching funds of 10% will be used to cover contingency costs not anticipated.

Part IV. Budget Form

Physical Structure Project

- Budget form embedded in application is empty; however, Bidder did include a separate spreadsheet for the budget plan with their submission.
- Bidder did not provide any anticipated dates of completion.
- Bidder included an overhead of 5% under the "All Other" category.
- Q – Bidder included a "Profit 5%" line item under the "All Other" category, this evaluator is unsure why profit would be included on a budget form. No justification was included to describe this line item.

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EVALUATOR DEPARTMENT: Office of Behavioral Health

- Bidder included their 10% matching funds when calculating total requested. Matching funds noted is the correct 10% minimum of funding requested, minus the matching funds amount from the total.
- Bidder is adding 20 new beds, the maximum amount allowed to be requested for 20 beds is \$3,000,00. Bidder is only requesting a total of \$1,085,902.40 across both categories.

Staffing and Movable Property Project

- Budget form embedded in application is empty; however, Bidder did include a separate spreadsheet for the budget plan with their submission.
- Bidder did not include dates of completion. Bidder did not include any information in the justification column, aside from information on number of new FTE staff.
- Bidder included a line item for “arts/crafts start up”, evaluator is unsure whether this would be considered a non-allowable recreational item.
- Bidder included a line item for “Staffing for 2 months training: staffing is for all staff that will do shifts at the Center for one Extend Care and one new RN for Detox taxes, W/C, Insurance.” Bidder stated in their justification that this \$128,884 expense would be for “Total 11.36 FTE new staff”. Evaluator is unsure if this is an allowable expense.
- Bidder included their 10% matching funds when calculating total requested. Matching funds noted is the correct 10% minimum of funding requested, minus the matching funds amount from the total.
- Bidder is adding 20 new beds, the maximum amount allowed to be requested for 20 beds is \$3,000,00. Bidder is only requesting a total of \$1,085,902.40 across both categories.

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RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wellspring, Inc.

DATE: 7/6/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No
Priority Counties
<ul style="list-style-type: none"> • No

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Agency has a letter of intent with the landlord for a proposed location of 465 South Main St, Brewer, a former Catholic School. Anticipates site plans and zoning being completed 4-5 months from the date of award. Agency expects construction to be completed by 5/31/24. Currently licensed for Medically supervised withdrawal until June 11,2024. Award will add one new staff member to detox plus additional staff for a 15 bed rehab. Program will add 5 new detox beds and 15 3.1 beds. Plan to fill beds. Sustain through MaineCare and self pay.
C. Operational Requirements
<ul style="list-style-type: none"> • Meets

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DATE: 7/6/23

EVALUATOR NAME: Corinna OLeary

EVALUATOR DEPARTMENT: OBH

<ul style="list-style-type: none"> • 465 South Main St, Brewer, ME in Penobscot County. Agency plans to add 5 detox and 15 3.1 level beds.
D. Programmatic Requirements
1. Program Requirements
<ul style="list-style-type: none"> • Meets
<ul style="list-style-type: none"> • Matrix model which combines different evidence based therapeutic interventions such as CBT and contingency management.
<ul style="list-style-type: none"> • Meets, agency is established in providing residential SUD services.
<ul style="list-style-type: none"> • Meets, agency is established in providing residential SUD services.
<ul style="list-style-type: none"> • Meets, agency is established in providing residential SUD services and is on stateside boards pertaining to SUD treatment.
<ul style="list-style-type: none"> • Agency does not foresee needing additional supports after start up funding.
2. Equity and Consumer Engagement
<ul style="list-style-type: none"> • Meets, agency is established in providing residential SUD services.
<ul style="list-style-type: none"> • Meets, agency is established in providing residential SUD services.
<ul style="list-style-type: none"> • Meets, agency is established in providing residential SUD services. The agency employees people in long term recovery throughout their agency. The board includes people in long term recovery and affected others. Agency is looking at long term strategy in this area as well.
<ul style="list-style-type: none"> • Agency reports none.
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • The agency plans to purchase a three story building with each floor offering different levels of treatment. Detox, residential, IOP and OP.
<ul style="list-style-type: none"> • Agency will provide 10% matching funds
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Furnishings and start up costs and hiring staff
<ul style="list-style-type: none"> • Agency will provide 10% matching funds

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none"> • Construction and remodel costs - \$775,005
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Staffing and furnishings - \$310,897

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RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wellspring, Inc.

DATE: 7/12/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes, attached
<ul style="list-style-type: none"> • No

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No
Priority Counties
<ul style="list-style-type: none"> • No, Penobscot

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • Converting office space • Already has a sprinkler system • Needs to be brought up to ADA • Signed letter of intent with landlord • Adding additional detox beds (5 beds) • Adding a new residential beds (15 beds), will apply for license
C. Operational Requirements
<ul style="list-style-type: none"> • Includes hiring standards, does not mentioned background checks • Consistent and fair working conditions • Onboarding and continued training including confidentiality

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DATE: 7/12/2023

EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> • Tours of facilities • Market competitive pay • Bonuses • Employee Advisory Committee • Provides clinical supervision • Minimum of 20 hours of training per year
<ul style="list-style-type: none"> • 465 S. Main St, Brewer, ME • Adults • 24/7 • Withdrawal Management, 300 additional consumers • Residential 168 additional consumers • 94% MaineCare, 3% private insurance, 3% self pay
<p>D. Programmatic Requirements</p>
<p>1. Program Requirements</p>
<ul style="list-style-type: none"> • Withdrawal Management • Residential with assessment, counseling, community involvement • 5-1 client/counselor ratio • Peer recovery services • Structured routine • 2 hours of counseling per day using the Matrix Model
<ul style="list-style-type: none"> • Matrix Model
<ul style="list-style-type: none"> • Agency and self referral • Hires staff who are in long term recovery • Will be an initiative on their new strategic plan
<ul style="list-style-type: none"> • 2 medical organizations • Penquis' Links (transportation) • Bangor Area Recovery Network • Health Equity Alliance for training
<ul style="list-style-type: none"> • Member of the Alliance of Addiction and Mental Health Providers • Staff on the statewide Alcohol and Substance Use Counseling Board • Staff are Board Members for the University of Maine Orono • Community agency partners
<ul style="list-style-type: none"> • Ongoing waitlist
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> • New Horizon's data on discharge planning

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EVALUATOR NAME: Amanda Porter

EVALUATOR DEPARTMENT: Office of Child and Family Services

<ul style="list-style-type: none"> • Waitlist levels • Maine Monthly Drug Overdose Data
<ul style="list-style-type: none"> • Configuring their Electronic Health Record to collect data
<ul style="list-style-type: none"> • Hires staff who are in long term recovery • Members of their Board
<ul style="list-style-type: none"> • None reported
E. Allowable and Non-Allowable Use of Funds
Physical Structure Project
<ul style="list-style-type: none"> • Renovating second and third floors of existing building • Pre construction • Exterior ramp • Interior updates and room additions
<ul style="list-style-type: none"> • Contingency costs
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Furnishing building • Staff recruitment, hiring, training and onboarding
<ul style="list-style-type: none"> • Contingency costs

Part IV. Budget Form
Physical Structure Project
<ul style="list-style-type: none"> • Within allowed amount • Includes matching
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Q: Sounds machines • Q: Food • Q: Arts and crafts • Q: Program materials • Q: Reference books for clients

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wellspring, Inc.

DATE: 7/12/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none">Meets requirements – the applicant states they have a current MaineCare provider agreement
<ul style="list-style-type: none">Meets requirements – the applicant attached copies of their 2 active licenses
<ul style="list-style-type: none">N/A

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none">No
Priority Counties
<ul style="list-style-type: none">No

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none">Meets requirements – the applicant provided a workplan with a timeline for permits, renovation, licensure, beds (20 total), filling beds, and sustaining the service
C. Operational Requirements
<ul style="list-style-type: none">Meets requirements – the applicant gave a detailed description of their processesG – the applicant within the past 2 years has reviewed and improved their HR policies and developed a new employee handbook

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wellspring, Inc.

DATE: 7/12/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

- Meets requirements – the applicant plans on the facility being in Brewer, Maine, they plan on serving adult consumers, 24/365, through the 5 bed detox expansion they estimate an ability to serve 300 additional consumers. The new residential program is also operational 24/7 but admissions will be during 8 am to 4 pm for the residential program only (15 beds) and will serve an estimated 168 consumers per year. Payer mix is 94% MaineCare, 3% private insurance, and 3% self pay

D. Programmatic Requirements

1. Program Requirements

- Meets requirements – the applicant plan on opening a 15 bed residential treatment program and adding 5 beds to their detox program.
- Meets requirements – the applicant plans on using the matrix model of addiction treatment
- Meets requirements – the applicant evolves their strategy to recruit consumers and this includes using social media, community agency, and self referrals to name a few. The applicant also utilizes surveys to ensure overall quality of services
- Meets requirements – the applicant currently partners with two medical organizations: Northern lights and Penobscot community healthcare
- Meets requirements – the applicant is a member of the alliance of addiction and mental health providers, they also have other senior staff members who serve on the statewide alcohol and substance use counseling board ++
- Meets requirements – the applicant does not anticipate needing additional help from the department after the start up costs and renovation is completed as historically, services are managed through ongoing waitlists

2. Equity and Consumer Engagement

- Meets requirements – the applicant stated that New Horizons’ data regarding discharge planning shows an overwhelming need for service. The applicant also notes that their halfway houses recently had 52 people in active status on their waitlist.
- Meets requirements – the applicant uses electronic health record software for tracking service progress
- Meets requirements – the applicant currently does hire individuals in long term recovery and will look into engaging individuals experiencing SUD in broader roles around decision making
- Meets requirements – the applicant states they have no relevant outstanding complaints or issues

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wellspring, Inc.

DATE: 7/12/2023

EVALUATOR NAME: Grace Roy

EVALUATOR DEPARTMENT: DHHS Financial Management Services

E. Allowable and Non-Allowable Use of Funds	
Physical Structure Project	
•	Meets requirements – the applicant proposes renovating two floors of a three story building.
•	Meets requirements – the applicant will use matching funds to cover unexpected contingency costs
Staffing and Movable Property Project	
•	Meets requirements – the applicant would use these funds as start up costs, staff recruitment, hiring, training , and onboarding
•	Meets requirements – the applicant will use matching funds to cover unexpected contingency costs

Part IV. Budget Form	
Physical Structure Project	
•	Meets requirements – the applicant included a line item budget form that details the renovation
Staffing and Movable Property Project	
•	Meets requirements – the applicant included a line item budget form that details staffing and moveable property. The total per bed cost is under the cap.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wellspring, Inc.

DATE: 5 Jul 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Facilitator for this RFP.*

Individual Evaluator Comments:

Part I. Application Submission Requirements
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • Yes
<ul style="list-style-type: none"> • N/A

Part II. Priority Populations
A. Services to Priority Populations
Adolescent populations
<ul style="list-style-type: none"> • No
Priority Counties
<ul style="list-style-type: none"> • No

Part III. Activities and Requirements
B. Project Workplans
<ul style="list-style-type: none"> • 5 beds-Medically supervised withdrawal management ASAM 3.7 and the 15 ASAM 3.1 Category I residential rehab • Service delivery for the new treatment beds is anticipated for June 2024.
C. Operational Requirements
<ul style="list-style-type: none"> • Well described
<ul style="list-style-type: none"> • 465 S. Main Street, Brewer Maine • 3-7- 300 3.1- 168 • Mainecare - 94%
D. Programmatic Requirements
1. Program Requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant Funding Opportunity

APPLICANT NAME: Wellspring, Inc.

DATE: 5 Jul 2023

EVALUATOR NAME: Allison Weeks

EVALUATOR DEPARTMENT: DHHS/OMS

<ul style="list-style-type: none"> • 20 new beds across 2 treatment programs • Matrix model
<ul style="list-style-type: none"> • All program managers are trained to deliver the Matrix model ensure fidelity by supervising their clinical staff.
<ul style="list-style-type: none"> • community agency and self-referrals
<ul style="list-style-type: none"> • partner with the Center for Family Medicine • medical exams and medical care/treatment • housing transportation, DV/naloxone
<ul style="list-style-type: none"> • work conducted at this level influence policy work at the state level and also provide continual input on quality improvements for the support of people graduating from the treatment programs and integrating back to their communities
<ul style="list-style-type: none"> • managed through on-going wait lists.
<p>2. Equity and Consumer Engagement</p>
<ul style="list-style-type: none"> • community demand for more detox beds is widely documented
<ul style="list-style-type: none"> • New MaineCare UM process will be used
<ul style="list-style-type: none"> • board of directors, staff in recovery
<ul style="list-style-type: none"> • N/A
<p>E. Allowable and Non-Allowable Use of Funds</p>
<p align="center">Physical Structure Project</p>
<ul style="list-style-type: none"> • 775K- all allowable renovating two floors
<ul style="list-style-type: none"> • 70k contingency, but was included in total costs?
<p align="center">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • 311K Staffing and movable property will include start up costs such as listed in table I to furnish and outfit the building to accommodate 1 entire new program and 1/3 of the detox program. It also includes costs for staffing recruitment, hiring, training and on-boarding
<ul style="list-style-type: none"> • 28K contingency, but was included in total costs?

<p>Part IV. Budget Form</p>
<p align="center">Physical Structure Project</p>
<ul style="list-style-type: none"> • ~54K/bed
<p align="center">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> •



STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

I, Martha Kluzak accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted an application to this RFA.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose applications I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any application submitted in response to this RFA nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Applications presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

DocuSigned by:

Martha Kluzak

31E22AFB6906448

Jun-26-2023

Signature

Date



STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

I, Anna Ko accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted an application to this RFA.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose applications I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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DocuSigned by:

Anna Ko

532CE4ABE8C2422

Jun-26-2023

Signature

Date



**STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES**

**Janet T. Mills
Governor**

**Jeanne M. Lambrew, Ph.D.
Commissioner**

**AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202305112**

**RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity**

I, Corinna O'Leary accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted an application to this RFA.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose applications I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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DocuSigned by:

Corinna O'Leary

19AFC668F0F5405...

Jul-05-2023

Signature

Date



**STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES**

**Janet T. Mills
Governor**

**Jeanne M. Lambrew, Ph.D.
Commissioner**

**AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202305112**

**RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
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I, Amanda Porter accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted an application to this RFA.

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I have not advised, consulted with or assisted any bidder in the preparation of any application submitted in response to this RFA nor have I submitted a letter of support or similar endorsement.

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DocuSigned by:

Amanda Porter

3558888C94D0425

Signature

Jun-26-2023

Date



**STATE OF MAINE
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SERVICES**

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**Jeanne M. Lambrew, Ph.D.
Commissioner**

**AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202305112**

**RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
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I, Grace Roy accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted an application to this RFA.

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DocuSigned by:

Grace Roy

EE38785C4D044C1

Signature

Jun-28-2023

Date



STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202305112

RFA TITLE: 2023 Residential Expansion of Substance Use Disorder Treatment Grant
Funding Opportunity

I, Allison Weeks accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted an application to this RFA.

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DocuSigned by:

Allison Weeks

25682CAE8DD8408

Jun-26-2023

Signature

Date