

State of Maine
Master Score Sheet

RFP# 202309205			
Clinical Consultation and Support Services			
Bidder Name:		Spurwink Services Incorporated	The Opportunity Alliance
Proposed Cost:		\$1,970,786.00	\$2,728,806.00
Scoring Sections	Points Available		
Section I: Preliminary Information	Pass/Fail	Pass	Pass
Section II: Organization Qualifications and Experience	30.00	25.00	20.00
Section III: Proposed Services	40.00	30.00	20.00
Section IV: Cost Proposal	30.00	30.00	21.67
TOTAL	<u>100.00</u>	<u>85.00</u>	<u>61.67</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)

Award Justification Statement

RFP# 202309205, Clinical Consultation and Support Services

I. Summary

Through RFP# 202309205, the Department sought proposals for Clinical Consultation and Support Services. Two (2) Bidders responded: Spurwink Services Incorporated and The Opportunity Alliance. Through the evaluation process, Spurwink Services Incorporated (Spurwink) was the highest scoring Bidder and determined to provide the best value to the State of Maine.

II. Eligibility and Evaluation Process

An evaluation team comprised of State employees applied the consensus method in verifying Eligibility and scoring the Bidders Qualifications & Experience and Proposed Services. Scores for the Cost Proposal were assigned using a mathematical formula.

III. Qualifications & Experience for Spurwink

- The current incumbent for Clinical Consultation and Support Services, the Department has a positive experience with this Bidder.
- Cites 63 years of experience in the State of Maine providing response to community needs by providing behavioral health care, substance use disorder services, and support services for people of all ages, abilities, and backgrounds, and their families.

IV. Proposed Services for Spurwink

- Plans to utilize a large library of resources as supports to ongoing learning and response to critical incident management.
- Demonstrated a clear understanding of all trainings required for Clinical Consultation services and provided additional trainings that can be offered.

V. Cost

Spurwink proposed the lowest cost of \$1,970,786.00.

VI. Conclusion

Out of 100 possible points, Spurwink scored 85.00, which was the highest point total awarded by the Evaluation Team. The strengths of Spurwink's proposal include a strong organization with relevant experience, a complete proposed scope of service, and a competitive cost proposal. The Evaluation Team has determined the proposal submitted by Spurwink represents the best value to the State of Maine.

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)

Feb-17-2024

Via Electronic Mail: ggallucci@spurwink.org

Spurwink Services, Incorporated
Gabrielle Gallucci, Director of Business Development
901 Washington Avenue, Suite 100
Portland, ME 04103

SUBJECT: Notice of Conditional Contract Award under RFP #202309205 Clinical
Consultation and Support Services

Dear Gabrielle Gallucci,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to:

- Spurwink Services Incorporated

Spurwink Services Incorporated received the evaluation team's highest ranking. The Department will be contacting Spurwink Services Incorporated soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and Spurwink Services Incorporated. Spurwink Services Incorporated shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP 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.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract.

Any person aggrieved by this award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).

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

Sincerely,

DocuSigned by:

Bobbi Johnson

124E262DB45B4A5...

Bobbi Johnson

Director

Office of Child and Family Services

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)

Feb-17-2024

Via Electronic Mail: ashley.goulet@opportunityalliance.org

The Opportunity Alliance
Ashley Goulet, VP of Operations
50 Lydia Lane
South Portland, ME 04106

SUBJECT: Notice of Conditional Contract Award under RFP #202309205 Clinical
Consultation and Support Services

Dear Ashley Goulet,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services, Office of Child and Family Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to:

- Spurwink Services Incorporated

Spurwink Services Incorporated received the evaluation team's highest ranking. The Department will be contacting Spurwink Services Incorporated soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and Spurwink Services Incorporated. Spurwink Services Incorporated shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP 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.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract.

Any person aggrieved by this award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).

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

Sincerely,

DocuSigned by:

Bobbi Johnson

124E262DB45B4A5...

Bobbi Johnson

Director

Office of Child and Family Services

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER: Spurwink Services, Incorporated

DATE: February 2 & 12, 2024

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFP Coordinator: Brittany Hall

Names of Evaluators: Dan Dresser, Dondi Dexter, Jean Leonard, and Jordan Dean

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	30.00	25.00
Section III. Proposed Services	40.00	30.00
Section IV. Cost Proposal	30.00	30.00
<u>Total Points</u>	<u>100.00</u>	<u>85.00</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER: Spurwink Services, Incorporated

DATE: February 2 & 12, 2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information - Eligibility Requirements

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Provided a valid State of Maine, Mental Health License pursuant to the Department's Division of Licensing and Certification, Community Services Programs, Mental Health Agency Licensing Standards. |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER: Spurwink Services, Incorporated

DATE: February 2 & 12, 2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	30.00	25.00

Evaluation Team Comments:

Part IV. Section II. Organizational Qualification and Experience
1. Overview of the Organization
<ul style="list-style-type: none">• Provided three (3) highly relevant project examples demonstrating their expertise and experience.• Cites 63 years of experience in the State providing response to community needs by providing behavioral health care, substance use disorder services, and support services for people of all ages, abilities, and backgrounds, and their families.• Have provided co-located services with OCFS through several initiatives over the last 30 years.• As the current incumbent for Clinical Consultation and Support Services, the Department has a positive experience with this Bidder.• Has strong knowledge of child welfare system, foster care, and adoption.• Has significant clinical knowledge and experience in trauma-informed clinical practices, treatment modalities, behavioral approaches, mental health needs, and parental capacity.• Is licensed Substance Use Disorder (SUD) Provider, as a Private Special Purpose School, and as a Children's Residential Care Facility.
2. Subcontractors
<ul style="list-style-type: none">• None
3. Organizational Chart
<ul style="list-style-type: none">• Met the requirements.
4. Litigation
<ul style="list-style-type: none">• Provided a list of all ongoing and closed litigation cases as required. The team has no concerns at this time.
5. Financial Viability
<ul style="list-style-type: none">• Appear financially viable.
6. Certificate of Insurance
<ul style="list-style-type: none">• Provided a valid certificate of insurance at the time of their submission.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER: Spurwink Services, Incorporated

DATE: February 2 & 12, 2024

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	40.00	30.00

Evaluation Team Comments:

Part IV, Section III Proposed Services
1. Services to be Provided
Part II
A. Clinical Consultation Services
<ul style="list-style-type: none">• Met requirement
B. Clinical Support Services
<ul style="list-style-type: none">• Demonstrated ability to continue to provide CISM and Debriefing Services in-person to CPS staff.• Plans to train an additional twelve (12) staff outside of the traditional CISM staff.• Have a large library of resources to be used as supports to ongoing learning and response to critical incident management.• Clinical consultants will meet monthly with project lead, project supervisor, and clinical leadership as needed, sharing insight and research.• Demonstrated ability to continue to provide technical assistance to CPS staff and Child Welfare Providers.
C. CPS Staff Training
<ul style="list-style-type: none">• Project and clinical leadership will be available as needed to deliver training and/or support the staff in delivery of training.• Ability to offer remote training has increased the capacity and reach of the trainings offered.• Demonstrated ability to provide multiple training sessions on various topics.• Demonstrated a clear understanding of all trainings required for Clinical Consultation services and provided additional trainings that can be offered.• Demonstrated ability to provide psychoeducation in person or by phone and has Clinical Consultants that will maintain clinical licenses at a master's degree level.
D. Staffing Requirements
<ul style="list-style-type: none">• Plans to utilize existing staff with an additional recruitment and retention plan.• Have a coverage plan for staffing shortages and provided evidence that this plan has been effective.• Included a plan to support CES staff and their alternative work schedule.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER: Spurwink Services, Incorporated

DATE: February 2 & 12, 2024

- | |
|--|
| <ul style="list-style-type: none">• Provided a detailed response to ensuring clinical staff are certified in CISM training prior to providing Clinical Support Services to Department staff. |
|--|

E. Reports

- | |
|---|
| <ul style="list-style-type: none">• Met requirements. |
|---|

2. Staffing

- | |
|--|
| <ul style="list-style-type: none">• Staffing plan seems to have a heavy reliance on organizational leadership.• Clinical Consultants for Districts 1, 3, and 4 are listed as TBD. |
|--|

3. Implementation - Work Plan

- | |
|---|
| <ul style="list-style-type: none">• Proposed work plan includes additional staff not required for the delivery of these services. |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER: Spurwink Services, Incorporated

DATE: February 2 & 12, 2024

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	÷	Cost Proposal Being Scored	x	Score Weight	=	Score
\$1,970,786.00	÷	\$1,970,786.00	x	30.00 points	=	30.00

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER: The Opportunity Alliance

DATE: February 2 & 12, 2024

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFP Coordinator: Brittany Hall

Names of Evaluators: Dan Dresser, Dondi Dexter, Jean Leonard, and Jordan Dean

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	30.00	20.00
Section III. Proposed Services	40.00	20.00
Section IV. Cost Proposal	30.00	21.67
<u>Total Points</u>	<u>100.00</u>	<u>61.67</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER: The Opportunity Alliance

DATE: February 2 & 12, 2024

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information - Eligibility Requirements

Evaluation Team Comments:

- Stated they actively maintain a Mental Health License pursuant to the Department's Division of Licensing and Certification, Community Services Programs, Mental Health Agency Licensing Standards. Although the Bidder did not provide evidence of a Mental Health License with their proposal, the Evaluation Team confirmed the Bidder does currently hold a valid Mental Health License as required.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER: The Opportunity Alliance

DATE: February 2 & 12, 2024

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	30.00	20.00

Evaluation Team Comments:

Part IV. Section II. Organizational Qualification and Experience
1. Overview of the Organization
<ul style="list-style-type: none">• Has almost 60 years' experience with mental health and substance abuse treatment, early education & childcare, as well as basic needs for people living in poverty.• Provided three (3) project examples with limited details included on each example.• Integrated, community-based and clinical programs serve more than 20,000 people, annually.• Stated decades of experience and honey-comb approach empower staff and programs to help individuals and families find comprehensive solutions.
2. Subcontractors
<ul style="list-style-type: none">• None
3. Organizational Chart
<ul style="list-style-type: none">• Organizational chart attached is for the proposed service, not enterprise wide as the RFP requires.
4. Litigation
<ul style="list-style-type: none">• None
5. Financial Viability
<ul style="list-style-type: none">• Appear financially viable.
6. Certificate of Insurance
<ul style="list-style-type: none">• Provided a valid certificate of insurance.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER: The Opportunity Alliance

DATE: February 2 & 12, 2024

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	40.00	20.00

Evaluation Team Comments:

Part IV, Section III Proposed Services
1. Services to be Provided
Part II
A. Clinical Consultation Services
<ul style="list-style-type: none">• Met requirements.
B. Clinical Support Services
<ul style="list-style-type: none">• Will follow the structured model established by the International Critical Incident Stress Foundation.• Minimally responsive to conducting research, provide recommendations, and provide technical assistance with a goal of strengthening the Department's response to Critical Incident(s) and improving Department staff response to traumatic events.• Minimally responsive to providing technical assistance to CPS staff and Child Welfare Providers.
C. CPS Staff Training
<ul style="list-style-type: none">• Did not address providing "remote" training.• Minimally responsive to developing and providing training materials to CPS staff, ensuring all CPS staff who attend and complete the trainings are provided with the evaluation form and certificate of completion, and ensuring documentation of continuing education contact hours is maintained.• Plans to create initial catalog of existing trainings within 90 days of service opening.• Minimally responsive the specific requirements of Clinical Consultation Services trainings.• Will provide psychoeducation opportunities that are in-person, drop in discussion. No reference to use of phone calls.
D. Staffing Requirements
<ul style="list-style-type: none">• It is unclear if the Bidder plans to provide up to fourteen (14) hours of Clinical Consultation Services per month.• Proposes a "fluid open model with full time staff if needed."• Staff can be asked to attend meetings on their days off.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER: The Opportunity Alliance

DATE: February 2 & 12, 2024

Indicated challenges finding qualified staff to offer this service in today's workforce and extensive recruiting efforts will need to take place.

E. Reports

- | |
|---|
| <ul style="list-style-type: none">• Met the requirements. |
|---|

2. Staffing

- | |
|--|
| <ul style="list-style-type: none">• Clinical Consultant must have a Master of Social Work degree or Master of Counseling and must have their LCSW or LCPC. Licensed Clinical Professional Counselor-Conditional is not listed. |
|--|

3. Implementation - Work Plan

- | |
|--|
| <ul style="list-style-type: none">• Work plan provided is 7 months in duration for the first contract period and considered unrealistic.• Did not include trainings to be offered to OCFS CPS staff in the first contract period.• Did not detail specific person or position responsible for each task. |
|--|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER: The Opportunity Alliance

DATE: February 2 & 12, 2024

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	÷	Cost Proposal Being Scored	x	Score Weight	=	Score
\$1,970,786.00	÷	\$2,728,806.00	x	30.00 points	=	21.67

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: Spurwink Services, Incorporated

DATE: December 14th, 2023 & February 6th, 2024

EVALUATOR NAME: Jordan Dean

EVALUATOR DEPARTMENT: DHHS/OCFS

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. Preliminary Information
Eligibility Requirements
<ul style="list-style-type: none">Bidder met the requirements.

Part IV. Section II. Organizational Qualification and Experience
1. Overview of the Organization
<ul style="list-style-type: none">Over 60 years of experienceNearly 1,000 staff members; 2 staff members being the only Child Abuse Pediatricians in the State.All 3 projects included examples of current contracts that provide clinical consultation and support services.
2. Subcontractors
<ul style="list-style-type: none">No subcontracts
3. Organizational Chart
<ul style="list-style-type: none">Included
4. Litigation
<ul style="list-style-type: none">7 cases – 3 ongoing, 4 settled.
5. Financial Viability
<ul style="list-style-type: none">Provided
6. Certificate of Insurance
<ul style="list-style-type: none">Included but expired 1/1/24.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: Spurwink Services, Incorporated

DATE: December 14th, 2023 & February 6th, 2024

EVALUATOR NAME: Jordan Dean

EVALUATOR DEPARTMENT: DHHS/OCFS

Part IV, Section III Proposed Services
1. Services to be Provided
Part II
A. Clinical Consultation Services
<ul style="list-style-type: none"> • Provided, has an active Mental Health Agency license.
B. Clinical Support Services
<ul style="list-style-type: none"> • Plans to train additional 12 staff outside of current CCSS team in CISM. • Has a large library of resources. • Understands the importance of debriefing services being held within the timeframe of the specific CISM protocol.
<ul style="list-style-type: none"> • Will continue serving a resource with plans to keep up with trends and clinical research.
<ul style="list-style-type: none"> • Competent CCSS clinicians will continue case record reviews and provide clinical knowledge per current contract.
C. CPS Staff Training
<ul style="list-style-type: none"> • The ability to offer remote training has increased the capacity and reach of the trainings offered. • Currently offering district staff more than 4 hours per quarter. • Provided 155 training sessions on 26 different topics.
<ul style="list-style-type: none"> • Bidder has a very good understanding of all trainings that are needed for Clinical Consultation services and provided additional trainings that can be offered.
<ul style="list-style-type: none"> • Bidder is able to continue providing these services and has Clinical Consultants that will maintain clinical licenses at a master's degree level.
D. Staffing Requirements
<ul style="list-style-type: none"> • Currently has 5 Clinicians with hopes of hiring an additional 3 for a total of 8 clinicians. • Will continue the after-hours on call for CPS staff. • Provided a plan for if the district clinical consultant is out.
<ul style="list-style-type: none"> • CISM training for clinical consultants required within 60 days hire.
E. Reports
<ul style="list-style-type: none"> • Bidder has experience with tracking hours and trainings completed by district. • Bidder has experience providing reports timely.
2. Staffing
<ul style="list-style-type: none"> • Provided
<ul style="list-style-type: none"> • Not using subcontractors.
<ul style="list-style-type: none"> • Provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: Spurwink Services, Incorporated

DATE: December 14th, 2023 & February 6th, 2024

EVALUATOR NAME: Jordan Dean

EVALUATOR DEPARTMENT: DHHS/OCFS

3. Implementation - Work Plan

- | |
|--|
| <ul style="list-style-type: none">• Provided |
|--|

Part IV, Section IV. Cost Proposal

- | |
|---|
| <ul style="list-style-type: none">• |
|---|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: Spurwink Services, Incorporated

DATE: 02/06/2024

EVALUATOR NAME: Dondi Dexter

EVALUATOR DEPARTMENT: DHHS/OCFS

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. Preliminary Information
Eligibility Requirements
<ul style="list-style-type: none">Bidder meets eligibility requirements

Part IV. Section II. Organizational Qualification and Experience
1. Overview of the Organization
<ul style="list-style-type: none">P: Bidder states 63 years of experience in the State of Maine providing response to community needs by providing behavioral health care, substance use disorder services, and support services for people of all ages, abilities, and backgrounds, and their familiesP: Bidder states they have provided co-located services with OCFS through several initiatives over the last 30 yearsP: Bidder is the current provider for Clinical Consultation and Support ServicesP: Bidder has strong knowledge of child welfare system, foster care, and adoptionP: Bidder has significant clinical knowledge and experience in trauma-informed clinical practices, treatment modalities, behavioral approaches, mental health needs, and parental capacityP: Bidder is licensed Substance Use Disorder Provider, as a Private Special Purpose School, and as a Children's Residential Care FacilityP: Bidder is accredited by the Council on the Accreditation for Children and Family ServicesP: Bidder is a member of the Child Welfare League of America and the American Association of Children's Residential CentersP: Bidder is also licensed as a Foster-Care-CPA Level of Care Placing Facility Agency

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: Spurwink Services, Incorporated

DATE: 02/06/2024

EVALUATOR NAME: Dondi Dexter

EVALUATOR DEPARTMENT: DHHS/OCFS

- P: Bidder participates in numerous coalitions and planning groups to increase system integration and improve outcomes for children and families
- P: Bidder developed and implemented a trauma-informed clinical model and a Trauma-Informed System of Care in 2011
- P: The Bidder has a cohort of clinicians who are trained or certified in TF-CBT (Trauma-Focused Cognitive Behavioral Therapy)
- P: Bidder is one of only a few agencies in the country who have earned CARE (Children and Residential Experiences) certification, a trauma-informed model of service delivery developed at Cornell University
- P: Bidder has experience with the Critical Incident Stress Management (CISM) model and has deployed an internal CISM team
- P: Bidder was recently awarded a Certified Community Behavioral Health Clinic (CCBHC) SAMHSA grant for Cumberland County
- P: Bidder provides culturally competent, linguistically competent, and gender-affirming services
- P: Bidder is well established throughout the State of Maine, including in Portland, South Portland, Biddeford, Lewiston/Auburn, Randolph, Bangor, Waterville, and Chelsea
- Project 1 meets requirements – Bidder is current contract holder for CCSS services
- P: Project 1 – Bidder states CCSS team has delivered an average of 16 hours of clinical consultation per quarter exceeding the current contract requirements
- P: Project 1 – Bidder states since the program start, CCSS Clinical Consultants have provided 155 trainings to OCFS staff, either to a specific District or Statewide, fulfilling all Department requests
- Project 2 meets requirements – Bidder currently provides clinical and case management services for children and youth, and clinical consultation and milieu support for public school staff and parents
- P: Project 2 – Bidder states they provide clinical and case management, and clinical consultation to more than 70 public schools
- P: Project 2 – Bidder states they have been providing clinical services, consultation, support services, and training for partnering public schools since 1992
- P: Project 2 – Bidder states Clinical Consultation and Onsite Support for public school counseling services, consultation, and support to school leadership and personnel
- P: Project 2 – Bidder has collaborated with the Refugee Trauma and Resilience Center (RTRC) at Boston Children's Hospital (BCH), a partner in

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: Spurwink Services, Incorporated

DATE: 02/06/2024

EVALUATOR NAME: Dondi Dexter

EVALUATOR DEPARTMENT: DHHS/OCFS

the National Child Traumatic Stress Network, since 2012 to increase Maine's capacity to meet the trauma-related mental health needs of its growing refugee population

- P: Project 2 – Bidder offers Training, Professional Development, and Clinical Consultation for schools and conducts agency-based training that schools can access including Cognitive Behavioral Therapy, the Attachment, Regulation, and Competency (ARC) model for youth who have experienced complex trauma, Family Therapy 101, and Trauma and Pain-based Behavior
- P: Project 2 – Bidder has developed a Psychological First Aid initiative to help partners respond to crisis, including the development of an internal protocol and a team of experienced behavioral health providers who can be called upon in the immediate aftermath of a loss or disaster
- (Q) Was the Psychological First Aid initiative deployed after the Lewiston incident?
- P: Project 2 – Bidder internally utilizes the Psychological First Aid Field Operations Guide, which was developed by the National Child Traumatic Stress Network
- Project 3 meets requirements – Bidder currently provides Clinical Consultation and Support Services through the Child Welfare and Foster Care Programs and is the current contract holder for A Family for ME (foster care recruitment statewide), the Adoption Matching Program contract, and Functional Family Therapy contracts
- P: Project 3 – Bidder provides Treatment Foster Care which includes after-hours, on-call availability, case management, and clinical support and consultation
- P: Project 3 – Bidder was contracted to provide informational meetings and more than doubled the informational meeting expectations and tripled the licensure expectations
- P: Project 3 – Bidder states they met or exceeded all Resource Parent Care Team contract expectations in D1 and D2
- P: Project 3 – Bidder states 100% of Resource Parent Care Team families who completed a post-service survey reported satisfaction with the services they received

2. Subcontractors

- Bidder will not employ any Subcontractors

3. Organizational Chart

- Organization Chart meets requirements
- N: Clinical Consultants for D1, D3, and D4 are listed as TBD

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: Spurwink Services, Incorporated

DATE: 02/06/2024

EVALUATOR NAME: Dondi Dexter

EVALUATOR DEPARTMENT: DHHS/OCFS

4. Litigation
<ul style="list-style-type: none">• Three (3) ongoing litigation cases.• N: Case #1 – alleged bruising on a child who had been in the Bidder’s care where Bidder’s investigations are inconclusive• N: Case #5 has been settled for inappropriate sexual contact between two minors
5. Financial Viability
<ul style="list-style-type: none">•
6. Certificate of Insurance
<ul style="list-style-type: none">• Certificate of Insurance expired 01/01/2024• Q: Was COI provided prior to 01/01/2024?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: Spurwink Services, Incorporated

DATE: 02/06/2024

EVALUATOR NAME: Dondi Dexter

EVALUATOR DEPARTMENT: DHHS/OCFS

Part IV, Section III Proposed Services
1. Services to be Provided
Part II
A. Clinical Consultation Services
<ul style="list-style-type: none">• Meets requirements and provided license
B. Clinical Support Services
<ul style="list-style-type: none">• Meets requirements• Bidder's responses were clear and detailed for each section
<ul style="list-style-type: none">• Meets requirements• Bidder's response is clear and detailed
<ul style="list-style-type: none">• Meets requirements• Bidder's response is clear and detailed
C. CPS Staff Training
<ul style="list-style-type: none">• Meets requirements• Bidder's responses were clear and detailed for each section
<ul style="list-style-type: none">• Meets requirements• Bidder's responses were clear and detailed for each section
<ul style="list-style-type: none">• Meets requirements• Bidder's responses were clear and detailed for each section
D. Staffing Requirements
<ul style="list-style-type: none">• Meets requirements• Bidder's responses were clear and detailed for each section• Q: Bidder states they currently have three (3) open positions that they will fill with the help of signing incentives, annual raises, and diligent and creative recruiting. These positions haven't yet been filled in the current contract. Why exactly do they anticipate success in filling these positions if awarded this contract when they haven't been successful in filling these same positions in the current contract?
<ul style="list-style-type: none">• Meets requirements• Bidder's responses were clear and detailed for each section and referenced both the provided Job Descriptions and Staffing Plan
E. Reports
<ul style="list-style-type: none">• Meets requirements
<ul style="list-style-type: none">• Meets requirements
2. Staffing
<ul style="list-style-type: none">• Provided as requested
<ul style="list-style-type: none">• Bidder will not be using any subcontractors/consultants

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: Spurwink Services, Incorporated

DATE: 02/06/2024

EVALUATOR NAME: Dondi Dexter

EVALUATOR DEPARTMENT: DHHS/OCFS

- | |
|---|
| <ul style="list-style-type: none">• Provided as requested in detail |
|---|

3. Implementation - Work Plan

- | |
|---|
| <ul style="list-style-type: none">• Provided as requested and is easy to follow |
|---|

Part IV, Section IV. Cost Proposal

- | |
|---|
| <ul style="list-style-type: none">• |
|---|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: Spurwink Services, Incorporated

DATE: 2/7/2024

EVALUATOR NAME: Daniel Dresser

EVALUATOR DEPARTMENT: Office of Child & 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. Preliminary Information
Eligibility Requirements
<ul style="list-style-type: none">Bidder supplied their license #, the dates the license is valid. The bidder also attached a list of locations and services performed based on license. A copy of the license is also attached.

Part IV. Section II. Organizational Qualification and Experience
1. Overview of the Organization
<ul style="list-style-type: none">Maine based non-profit with 63yrs of experience providing behavioral healthcare, substance use disorder services, and support services.Bidder has been working with DHHS & OCFS since it began.Bidder has provided co-located services with OCFS through several initiatives over the last 30yrs.Current contract provider for clinical consultation & support services3 projects provided
2. Subcontractors
<ul style="list-style-type: none">None to be used
3. Organizational Chart
<ul style="list-style-type: none">Attached
4. Litigation
<ul style="list-style-type: none">Attached
5. Financial Viability
<ul style="list-style-type: none">Audited Reports attached as required
6. Certificate of Insurance
<ul style="list-style-type: none">Attached, but expired 1/1/2024

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: Spurwink Services, Incorporated

DATE: 2/7/2024

EVALUATOR NAME: Daniel Dresser

EVALUATOR DEPARTMENT: Office of Child & Family Services

Part IV, Section III Proposed Services
1. Services to be Provided
Part II
A. Clinical Consultation Services
<ul style="list-style-type: none">• Bidder currently maintains a Mental Health Agency license
B. Clinical Support Services
<ul style="list-style-type: none">• Bidder has been delivering CISM and debriefing services for the past 4yrs.• Bidder has provided an average of 20hrs of CISM services per district per quarter.• 1a. Bidder agrees debriefing services will be provided within the established times frames• 1b. Bidder agrees.
<ul style="list-style-type: none">• Clinical consultants will meet monthly with project lead, project supervisor, and clinical leadership as needed, sharing insight and research.• Bidder has developed a library of resources to be used as supports to ongoing learning and response to critical incident management.
<ul style="list-style-type: none">• Bidder met minimum requirements
C. CPS Staff Training
<ul style="list-style-type: none">• 1.a. Spurwink project and clinical leadership will be available as needed to deliver training and/or support the staff in delivery of training.• 1.b-d Bidder met minimum requirements
<ul style="list-style-type: none">• a. Bidder will ensure clinical consultation services training focus on jointly identified OCFS/CPS staff needs to critical incidents.• b. Bidders training catalog includes a two-part training curriculum for basic & advanced motivational interviewing.• c. Trainings have been developed in consultation with OCFS leadership.• d. Bidder provides training in behavioral modification as it relates to family planning that is consistent with Department goals.• e. Clinical consultants are expected to be current of child welfare best practices and research through reading, webinars, and conferences.• f. Bidder met minimum requirements.• g. Bidder agrees and suggests other topic areas such as:<ul style="list-style-type: none">• Overview of child welfare response, including mandates and court process• Cultural Humility• Bias in decision making
<ul style="list-style-type: none">• a. Bidder currently provides psychoeducation in person or phone/remote

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: Spurwink Services, Incorporated

DATE: 2/7/2024

EVALUATOR NAME: Daniel Dresser

EVALUATOR DEPARTMENT: Office of Child & Family Services

<ul style="list-style-type: none">• b.i. clinical consultants have expertise in local resources in their respective region and can utilize Spurwink's LINK team for additional resources. LINK team in a central intake team who have gathered internal and external resources.• b.ii-b.iv: Bidder met minimum requirements
D. Staffing Requirements
<ul style="list-style-type: none">• Bidder met minimum requirements of RFP
<ul style="list-style-type: none">• a. All CCSS clinical staff are certified in Department approved CISM training through Critical Incident Stress Foundation
E. Reports
<ul style="list-style-type: none">• Bidder agrees and states the reports in current contract have been submitted timely.
<ul style="list-style-type: none">• Bidder agrees and states the packets in current contract have been submitted timely.
2. Staffing
<ul style="list-style-type: none">• Attached, Bidder met minimum requirements of the RFP
<ul style="list-style-type: none">• N/A
<ul style="list-style-type: none">• Attached, Bidder met minimum requirements of the RFP
3. Implementation - Work Plan
<ul style="list-style-type: none">• Attached, Bidder met minimum requirements of the RFP
Part IV, Section IV. Cost Proposal
<ul style="list-style-type: none">• Sign on bonuses included in budget• Line 2 of budget sheet states Spurwink Clinical leadership providing consulting to CCSS staff is provided in-kind. Line 39 has Allocation of program support (VP) included. Is this different from the in-kind?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: Spurwink Services, Incorporated

DATE: 12/18/2023

EVALUATOR NAME: Jean Leonard

EVALUATOR DEPARTMENT: OCFS

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. Preliminary Information
Eligibility Requirements
<ul style="list-style-type: none">Met. Bidder included a copy of the MH license

Part IV. Section II. Organizational Qualification and Experience
1. Overview of the Organization
<ul style="list-style-type: none">This organization has been in business for 63 years and worked with OCFS for many of those years. Strong understanding of child welfare. Highly qualified with matched mission. Diverse experience and offering to the community at large including school and critical incident response
2. Subcontractors
<ul style="list-style-type: none">N/A
3. Organizational Chart
<ul style="list-style-type: none">Very large org chart that is heavy on management
4. Litigation
<ul style="list-style-type: none">provided
5. Financial Viability
<ul style="list-style-type: none">viable
6. Certificate of Insurance
<ul style="list-style-type: none">Provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: Spurwink Services, Incorporated

DATE: 12/18/2023

EVALUATOR NAME: Jean Leonard

EVALUATOR DEPARTMENT: OCFS

Part IV, Section III Proposed Services
1. Services to be Provided
Part II
A. Clinical Consultation Services
<ul style="list-style-type: none"> • Copy of license provided
B. Clinical Support Services
<ul style="list-style-type: none"> • Evidence provided on how they currently meet and will continue to meet this expectation
<ul style="list-style-type: none"> • met
<ul style="list-style-type: none"> • Strong evidence
C. CPS Staff Training
<ul style="list-style-type: none"> • Strong training evidence and plan with admin support for documentation and certificates. Provided positive feedback from evaluation forms
<ul style="list-style-type: none"> • Strong evidence of this with an added focus on coaching to allow for improved application of skills and best practices. Gave examples of additional training opportunities that could be provided that are related to the RFP needs
<ul style="list-style-type: none"> • met
D. Staffing Requirements
<ul style="list-style-type: none"> • Have existing staff with an additional recruitment/retention plan. Additionally have a coverage plan for staffing shortages and provided evidence that this plan has been effective. Also included a plan to support CES staff and their alternative schedule
<ul style="list-style-type: none"> • Met
E. Reports
<ul style="list-style-type: none"> • Met
<ul style="list-style-type: none"> • Met
2. Staffing
<ul style="list-style-type: none"> • met
<ul style="list-style-type: none"> • N/A no subcontractors
<ul style="list-style-type: none"> • Includes several additional staff not needed on this project included Medical Director, Dr. Brownell as well as Dr. Miles case management services etc
3. Implementation - Work Plan
<ul style="list-style-type: none"> • Met but includes staff that are not necessary
Part IV, Section IV. Cost Proposal
<ul style="list-style-type: none"> •

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: The Opportunity Alliance

DATE: December 14th, 2023 & February 8th, 2024

EVALUATOR NAME: Jordan Dean

EVALUATOR DEPARTMENT: DHHS/OCFS

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. Preliminary Information
Eligibility Requirements
<ul style="list-style-type: none">Bidder states they meet the requirements.

Part IV. Section II. Organizational Qualification and Experience
1. Overview of the Organization
<ul style="list-style-type: none">Has 450 employees.Community Action AgencyOver 50 years of experience mental health and general support services
2. Subcontractors
<ul style="list-style-type: none">No subcontracts
3. Organizational Chart
<ul style="list-style-type: none">Included
4. Litigation
<ul style="list-style-type: none">No cases
5. Financial Viability
<ul style="list-style-type: none">Provided
6. Certificate of Insurance
<ul style="list-style-type: none">Provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: The Opportunity Alliance

DATE: December 14th, 2023 & February 8th, 2024

EVALUATOR NAME: Jordan Dean

EVALUATOR DEPARTMENT: DHHS/OCFS

Part IV, Section III Proposed Services
1. Services to be Provided
Part II
A. Clinical Consultation Services
<ul style="list-style-type: none">Bidder states they have an active Mental Health Agency License.
B. Clinical Support Services
<ul style="list-style-type: none">Currently has a CISM team that was established over a year ago.Services can be provided within 4-72 hours of the requestBidder can pull resources from in-house Departments.Bidder is able to provide cases as they have a few current processes in place.
C. CPS Staff Training
<ul style="list-style-type: none">Is the bidder able to provide remote trainings?Bidder will need to create trainings for the above area content and will be available within 90 days.Bidder is able to provide office hours on a weekly basis.
D. Staffing Requirements
<ul style="list-style-type: none">Full-time staff are needed to provide these services.How many full-time staff are needed?Bidder will need to hire these staff and is anticipating potential challenges.
E. Reports
<ul style="list-style-type: none">Bidder plans to have an administrative assistant track hours and trainings per district.Bidder states they will provide reports within 30 days after each quarter.
2. Staffing
<ul style="list-style-type: none">ProvidedBidder would like space in all 8 districts plus intake for Clinical Consultation staff.Virtual communication is a last resource as they emphasized being present with 4-7 hours especially with critical incidents is priority.Not using subcontractors.Provided
3. Implementation - Work Plan
<ul style="list-style-type: none">Will no trainings be offered to OCFS CPS staff in the first contract period?The first contract period is 2 years long, work plan provided appears to only be 7 months long.

Part IV, Section IV. Cost Proposal

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: The Opportunity Alliance

DATE: December 14th, 2023 & February 8th, 2024

EVALUATOR NAME: Jordan Dean

EVALUATOR DEPARTMENT: DHHS/OCFS

•

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: The Opportunity Alliance

DATE: 02/08/2024

EVALUATOR NAME: Dondi Dexter

EVALUATOR DEPARTMENT: DHHS/OCFS

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. Preliminary Information

Eligibility Requirements

- Bidder states they meet the eligibility requirements

Part IV. Section II. Organizational Qualification and Experience

1. Overview of the Organization

- P: Bidder has almost 60 years' experience with mental health and substance abuse treatment, among other things
- P: Bidder states they have over 90% retention rate in their Parenting Education classes and services for over a decade
- N: Bidder states, "Within The Opportunity Alliance, there are three clinically based and/ or case management branches of work occurring: child and family services, mental health and community-based services, and residential and crisis services. Each of these branches has unique experiences that lend themselves to the work outlined in this RFP."
 - Bidder didn't elaborate on what the unique experiences were or which specific area of work in the RFP it applies to.
- N: Bidder states, "The skills and resources that this group can lend to this RFP are outlined in the proposed services. Mainly, the skills of working in the fast-paced environment is comparable to OCFS, and our practice of support is matched."
 - I expected an overview of the actual skills and resources. The skills of working in a fast-paced environment and that being comparable to OCFS doesn't tell me anything.
- Q: Bidder states their partnerships embed them in neighborhoods across the state. What partnerships? What areas of the state?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: The Opportunity Alliance

DATE: 02/08/2024

EVALUATOR NAME: Dondi Dexter

EVALUATOR DEPARTMENT: DHHS/OCFS

<ul style="list-style-type: none">• N: Project #1 – Bidder provided very little information on this project. There is no data provided, not even how many calls are handled in a specific time period.• N: Project #2 – Bidder provided very little information on this project. There is no data provided.• N: Project #3 – Bidder provided very little information on this project. There is no data provided.
2. Subcontractors
<ul style="list-style-type: none">• Bidder will not be using subcontractors
3. Organizational Chart
<ul style="list-style-type: none">• N: The organizational chart shows only the Vice President of Operations. All other sections of the chart have no names. Does TOA have any current Clinical Consultants? Do they not have a Director of Clinical Consultation and Support Services already on staff?
4. Litigation
<ul style="list-style-type: none">• None listed
5. Financial Viability
<ul style="list-style-type: none">•
6. Certificate of Insurance
<ul style="list-style-type: none">• Valid until 07/01/2024 – Meets requirements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: The Opportunity Alliance

DATE: 02/08/2024

EVALUATOR NAME: Dondi Dexter

EVALUATOR DEPARTMENT: DHHS/OCFS

Part IV, Section III Proposed Services
1. Services to be Provided
Part II
A. Clinical Consultation Services
<ul style="list-style-type: none">• Bidder currently holds license
B. Clinical Support Services
<ul style="list-style-type: none">• N: "Following the structured model established by the International Critical Incident Stress Foundation" Bidder is utilizing footnotes instead of putting the information into the RFP.
<ul style="list-style-type: none">• Meets requirements. Response is minimal.
<ul style="list-style-type: none">• Meets requirements. Response is minimal with very little detail.
C. CPS Staff Training
<ul style="list-style-type: none">• Meets requirements. Response is minimal with very little detail.
<ul style="list-style-type: none">• Meets requirements. Response is minimal.
<ul style="list-style-type: none">• Meets requirements. Response is minimal.
D. Staffing Requirements
<ul style="list-style-type: none">• N: Bidder does not make it clear that they can/will provide up to fourteen (14) hours per month
<ul style="list-style-type: none">• N: "Please see above for Critical Incident Stress Management training and implementation process." If Bidder wants the information to be seen in this section, it should be listed in this section.
<ul style="list-style-type: none">• Q: "TOA also believes that to provide the level of service for training, clinical consultation, psychoeducation, and crisis intervention for first responders required of this contract, only fully licensed individuals could be utilized." Aren't all of the staff listed considered to be "fully licensed?"
E. Reports
<ul style="list-style-type: none">• Meets requirements
<ul style="list-style-type: none">• Meets requirements
2. Staffing
<ul style="list-style-type: none">• N: This whole section appears to be in the wrong place. This should have been listed under Staffing Requirements.
<ul style="list-style-type: none">• N: Attachment 7 shows that the Clinical Consultant must have a Masters of Social Work degree or Masters of Counseling and must have their LCSW or LCPC. Licensed Clinical Professional Counselor-Conditional is not listed.
<ul style="list-style-type: none">• Bidder will not be using subcontractors
<ul style="list-style-type: none">• Bidder provided a staffing plan
3. Implementation - Work Plan

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: The Opportunity Alliance

DATE: 02/08/2024

EVALUATOR NAME: Dondi Dexter

EVALUATOR DEPARTMENT: DHHS/OCFS

- | |
|--|
| <ul style="list-style-type: none">• Meets requirements |
|--|

Part IV, Section IV. Cost Proposal
<ul style="list-style-type: none">•

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: The Opportunity Alliance

DATE: 2/8/2024

EVALUATOR NAME: Daniel Dresser

EVALUATOR DEPARTMENT: Office of Child & 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. Preliminary Information
Eligibility Requirements
<ul style="list-style-type: none">Bidder states they have the required license, but there is no other backup information attached.

Part IV. Section II. Organizational Qualification and Experience
1. Overview of the Organization
<ul style="list-style-type: none">Bidder is the community action agency for Cumberland CountyEvery year the bidder's integrated, community based and clinical programs serve more than 20,000 peopleFor almost 60yrs, the bidder has provided a range of services, including mental health and substance abuse treatment, early education & child care, as well as basic needs for people living in poverty.Bidder's decades of experience and honey-comb approach empower staff and programs to help individuals and families find comprehensive solutionsBidder states they have distinct programs3 projects attached
2. Subcontractors
<ul style="list-style-type: none">None to be used
3. Organizational Chart
<ul style="list-style-type: none">Organizational chart attached is for the proposed service, not enterprise wide as the RFP requires
4. Litigation
<ul style="list-style-type: none">None listed.
5. Financial Viability
<ul style="list-style-type: none">Required forms are attached.
6. Certificate of Insurance

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: The Opportunity Alliance

DATE: 2/8/2024

EVALUATOR NAME: Daniel Dresser

EVALUATOR DEPARTMENT: Office of Child & Family Services

- | |
|--|
| <ul style="list-style-type: none">• Attached and valid |
|--|

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: The Opportunity Alliance

DATE: 2/8/2024

EVALUATOR NAME: Daniel Dresser

EVALUATOR DEPARTMENT: Office of Child & Family Services

Part IV, Section III Proposed Services
1. Services to be Provided
Part II
A. Clinical Consultation Services
<ul style="list-style-type: none"> Bidder states they actively maintain a Mental Health license in Maine
B. Clinical Support Services
<ul style="list-style-type: none"> Bidder has maintained a Critical Incident Stress Management Team for over a year. VP of Operations is a train the trainer in Critical Incident Stress Management a. Established practices for requesting Critical Incident Stress Mgmt b. Bidder agrees to provide Critical Incident Stress Management interventions as needed
<ul style="list-style-type: none"> Bidder states the use of an advanced group crisis course as a research model
<ul style="list-style-type: none"> Bidder states they will use their continuous quality improvement model to enhance clinical review process and improve the quality of services.
C. CPS Staff Training
<ul style="list-style-type: none"> Bidder agrees to C.1.a-d
<ul style="list-style-type: none"> Bidder states the are recognized as a sponsor of the State of Maine, what does that mean?
<ul style="list-style-type: none"> Bidder agrees to C.2.a-g
<ul style="list-style-type: none"> Bidder states they will provide psychoeducation opportunities that are in-person, drop in discussion. Ne reference to use of phone calls.
D. Staffing Requirements
<ul style="list-style-type: none"> Bidder states "TOA truly believes a fluid open model with full time staff in needed." Bidder states that staff can be asked to attend meetings on their days off. Bidder does not respond to D.1
<ul style="list-style-type: none"> First sentence of section states "Please see above for Critical Incident Stress Management Training and Implementation process" but provides no section number or reference on where we are supposed to look.
E. Reports
<ul style="list-style-type: none"> Unsure why bidder is agreeing to provide on-site visits whenever needed in the section.
<ul style="list-style-type: none">
2. Staffing
<ul style="list-style-type: none"> Attached
<ul style="list-style-type: none"> N/A

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: The Opportunity Alliance

DATE: 2/8/2024

EVALUATOR NAME: Daniel Dresser

EVALUATOR DEPARTMENT: Office of Child & Family Services

- | |
|--|
| <ul style="list-style-type: none">• Attached |
|--|

3. Implementation - Work Plan

- | |
|---|
| <ul style="list-style-type: none">• Workplan doesn't specify person or position that is responsible for each task. Workplan simply lists TOA staff. |
|---|

Part IV, Section IV. Cost Proposal

- | |
|---|
| <ul style="list-style-type: none">• Total staffing hours per week is listed as 0.• Staffing plan lists an Admin Assistant, what else is making up the in-direct staff costs? |
|---|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: The Opportunity Alliance

DATE: 12/18/2023

EVALUATOR NAME: Jean Leonard

EVALUATOR DEPARTMENT: OCFS

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. Preliminary Information
Eligibility Requirements
<ul style="list-style-type: none">Met. The opportunity Alliance currently has a MH license

Part IV. Section II. Organizational Qualification and Experience
1. Overview of the Organization
<ul style="list-style-type: none">organization provides some evidence awareness of critical incidents and crisis response
2. Subcontractors
<ul style="list-style-type: none">N/A
3. Organizational Chart
<ul style="list-style-type: none">Met.
4. Litigation
<ul style="list-style-type: none">Met
5. Financial Viability
<ul style="list-style-type: none">Met - viable
6. Certificate of Insurance
<ul style="list-style-type: none">Met

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202309205

RFP TITLE: Clinical Consultation and Support Services

BIDDER NAME: The Opportunity Alliance

DATE: 12/18/2023

EVALUATOR NAME: Jean Leonard

EVALUATOR DEPARTMENT: OCFS

Part IV, Section III Proposed Services
1. Services to be Provided
Part II
A. Clinical Consultation Services
<ul style="list-style-type: none">• met
B. Clinical Support Services
<ul style="list-style-type: none">• Currently trained and have experience providing CISM. Evidence of understanding the model and a plan to meet the needs of training and support• Did not adequately answer the question• Did not adequately answer how they provide expertise on treatment modalities and parental capacities
C. CPS Staff Training
<ul style="list-style-type: none">• Met• Plan to meet this criteria is detailed• Plan to intentionally build in time to research resources
D. Staffing Requirements
<ul style="list-style-type: none">• Strengths based, trauma informed reviews with many avenues to access the consultation services. Low barrier• High expectations as well as a plan to recruit staff
E. Reports
<ul style="list-style-type: none">• Met• met
2. Staffing
<ul style="list-style-type: none">• Low percentage rates for meeting expectations. Consider fulltime 30-40• N/A• Plan to meet the terms of RFP outlines
3. Implementation - Work Plan
<ul style="list-style-type: none">• Very clear implementation plan but drawn out over too many months
Part IV, Section IV. Cost Proposal
<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
RFP #: 202309205
RFP TITLE: Clinical Consultation and Support Services**

I, Jordan Dean accept the offer to become a member of the Request for Proposals (RFP) 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 a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals 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 proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. 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 Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:

Jordan Dean

000000E00620422...

Signature

Dec-14-2023

Date



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

**Janet T. Mills
Governor**

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

**AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202309205
RFP TITLE: Clinical Consultation and Support Services**

I, Dondi Dexter accept the offer to become a member of the Request for Proposals (RFP) 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 a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals 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 proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. 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 Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:

Dondi Dexter

3915E4A9EDF040F...

Signature

Dec-14-2023

Date



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

**Janet T. Mills
Governor**

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

**AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202309205
RFP TITLE: Clinical Consultation and Support Services**

I, Daniel Dresser accept the offer to become a member of the Request for Proposals (RFP) 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 a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals 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 proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. 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 Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

Daniel Dresser

Dec 14, 2023

Daniel Dresser / Dec 14, 2023 11:25 AM

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
RFP #: 202309205
RFP TITLE: Clinical Consultation and Support Services

I, Jean Leonard accept the offer to become a member of the Request for Proposals (RFP) 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 a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals 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 proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. 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 Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

Jean Leonard

Jean Leonard (Dec 14, 2023 13:32 EST)

Signature

Dec 14, 2023

Date