



**SEDGWICK COUNTY, KANSAS
DIVISION OF FINANCE**

Purchasing Department

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[https://www.sedgwickcounty.org/finance/purchasing/
requests-for-bid-and-proposal/](https://www.sedgwickcounty.org/finance/purchasing/requests-for-bid-and-proposal/)

REQUEST FOR INFORMATION

RFI #24-2018

ADOLESCENT IN-PATIENT TREATMENT SERVICES PROGRAM

March 25, 2024

This is a **Request for Information (RFI)** and it is neither a Request for Bid (RFB) nor a Request for Proposal (RFP). This request is for information and planning purposes and shall not be construed as a solicitation or as any kind of obligation on the part of Sedgwick County. A solicitation for services has not been developed yet, so please do not request a copy of a solicitation at this time. This Request for Information (RFI) is intended to gain information from providers regarding the services described in this document. Providers may also be contacted to discuss their responses.

Any information collected through this RFI process may or may not be used in the future to develop a solicitation for proposals or bids. Providing a response to Sedgwick County does not in any way give an advantage to any particular provider.

Sedgwick County will not award a contract on the basis of responses nor otherwise pay for the preparation of any information submitted or the county's use of such information from this request. Sedgwick County will not critique responses and the RFI should not be used by interested parties to market their products/services. Proprietary information is not being solicited; however, if proprietary information is submitted it will be subject to open records statutes. Responses will be separated from and have no bearing on subsequent evaluations of proposals submitted in response to any resulting RFB or RFP process.

To ensure that vendors have complete information prior to submitting a RFI, a pre-submission discussion has been scheduled for **Friday, March 29, 2024 at 3:00 p.m. CDT** at the Sedgwick County Juvenile Facility, 700 S. Hydraulic. The meeting will also be available via ZOOM. To receive a link please email britt.rosencutter@sedgwick.gov with the word ZOOM in the subject line. This meeting is not mandatory. Vendors who wish to participate are strongly encouraged to have a representative from their firm attend this pre-submission meeting.

Firms interested in submitting an e-mail response should do so by or before **April 30, 2024 by 5:00 PM CDT** to Britt Rosencutter at britt.rosencutter@sedgwick.gov. Late responses will not be accepted.

Sincerely,

**Britt Rosencutter
Purchasing Agent**

BR/ks

RFI #24-2018

Sedgwick County... Working for you

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I. About this Document

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II. Background

Sedgwick County, located in south-central Kansas, is one of the most populous of Kansas' 105 counties with a population estimated at more than 514,000 persons. It is the sixteenth largest in area, with 1,008 square miles, and reportedly has the second highest per capita wealth among Kansas' counties. Organizationally, the county is a Commission/Manager entity, employs nearly 2,800 persons, and hosts or provides a full range of municipal services, e.g. – public safety, public works, criminal justice, recreation, entertainment, cultural, human/social, and education.

The Juvenile Corrections Advisory Board's 2023 Annual Report identified intermediate (in-patient) substance abuse treatment programs for adolescent females and males as the number one needed program/service in Sedgwick County to address the needs of juvenile offenders, with a goal to reduce recidivism and reduce reliance on out-of-home placements.

There is currently no in-patient treatment options available for females and males ages 10-15 years of age in Sedgwick County. One local in-patient substance abuse provider serves males aged 16-17. Currently, justice-involved youth needing in-patient services for substance use disorder, must be sent out of the area. An experienced and qualified partner is needed to provide in-patient substance abuse treatment for adolescent females and males, 10-17 years of age in Sedgwick County. The current waiting list for the out-of-county inpatient treatment facility is 60 days.

III. Project Objectives

Sedgwick County, Kansas (hereinafter referred to as "county") is seeking a firm or firms to provide an Adolescent In-Patient Treatment Services Program. The following objectives have been identified for this contract:

1. Propose an Adolescent In-Patient Treatment Services Program meeting the parameters, conditions and mandatory requirements presented in the document.
2. Propose an Adolescent In-Patient Treatment Services Program with the most advantageous overall cost to the county.

IV. Scope of Work

This request seeks to discover what options providers propose to meet the needs of adolescents (ages 10-17) for intermediate (in-patient) substance abuse disorder treatment in Sedgwick County. The Contractor will use proven practices in the treatment programs and adhere to all state regulatory/licensing requirements. We are seeking a proposed start up budget and information about ongoing funding options for continuing operations.

Questions and Contact Information

Any questions regarding this document must be submitted via email to Britt Rosencutter at britt.rosencutter@sedgwick.gov by 5:00 pm CDT, April 3 2024. Any questions of a substantive nature will be answered in written form as an addendum by 5:00 pm CDT, April 8, 2024.

Request for Information Timeline

The following dates are provided for information purposes and are subject to change without notice. Contact the Purchasing Section at (316) 660-7262 to confirm any and all dates.

Distribution of Request for Proposal to interested parties	March 25, 2024
Pre-Submission Program Discussion	March 29, 2024
Questions and Clarifications submitted in writing	April 3, 2024
Questions Answered	April 8, 2024
Request for Information due Date on or before	April 30, 2024

V. Required Response Content

Responses shall be submitted using the suggested format as follows:

Part A – Introduce Your Organization

Please tell us who you are and provide your contact information. Who owns your organization? What is your level of interest?

Part B – Capabilities and Experience

Does your organization have the appropriate experience and capabilities to address the county’s requirements?

Part C – Comments on the Scope of Services

Please provide details regarding all items listed and provide any additional information that would distinguish your organization in addressing the needs of the county in providing an Adolescent In-Patient Treatment Services Program.

Part D – Responses to the Following Questions

Please respond to the following questions and provide additional information pertinent to this RFI:

- What different approaches do you recommend besides what is listed in the Scope of Services that you have found to be effective?
- Identify the data that you will report on a monthly, quarterly and annual basis to Sedgwick County to measure performance and outcomes.
- Do you have suggestions that would allow the county to gain the most innovative Adolescent In-Patient Treatment Services Program while minimizing the overall cost?
- How would you attract and maintain customers utilizing your services?
- What service options would you provide?
- What is your approach to problem solving?
- Provide examples of agencies or customers currently using any referenced service.
- Identify barriers / concerns with providing these services in Sedgwick County.

SUBMITTALS are due **NO LATER THAN Tuesday, April 30, 2024 by 5:00 PM CDT.**