



County Of Siskiyou

Request for Proposals (RFP)
RFP # 26-2080 – Health and Human Services Agency
Behavioral Health Division
for
Day Treatment Intensive (DTI) and Day Rehabilitation
(DTR) Services

Proposals may be mailed, delivered, or emailed to:

Sarah Collard
Director
County of Siskiyou HHSA
2060 Campus Drive, Yreka, CA 96097
rfp_rfb_submissions@co.siskiyou.ca.us

Proposals Due by:
September 15, 2026
5:00 P.M.

County of Siskiyou
Request for Proposals
for **Day Treatment Intensive (DTI) and Day Rehabilitation**
(DTR) Services

The following schedule of events will be followed to the extent achievable; however, the County reserves the right to adjust or make changes to the schedule as needed.

Estimated Timeline of Events

Date	Activity
August 19, 2026	Release of Request for Proposals (RFP)
August 25, 2026	Deadline to Submit Questions due by 5:00 PM
September 15, 2026	Submission of Proposals due by 5:00 PM
September 16 - 21, 2026	Review of Proposals
September 22, 2026	Notification of Final Selection
October 1, 2026	Professional Service Agreement Processed
December 1, 2026	Professional Service Agreement Start Date

1.0 INTRODUCTION

1.1 Purpose

The County of Siskiyou Health and Human Services Agency (HHS), Behavioral Health Division ("County"), is requesting proposals from qualified organizations to provide Specialty Mental Health Services for eligible Medi-Cal beneficiaries residing in Siskiyou County.

Through this Request for Proposals (RFP), the County seeks qualified provider(s) to deliver one or more of the following behavioral health services:

Service Area A

- Day Treatment Intensive (DTI)
- Day Rehabilitation (DTR)

Respondents may submit proposals for DTI, DTR, or both.

The County intends to award one or more contracts to the respondent(s) whose proposals are determined to be in the best interest of the County.

1.2 Background

Siskiyou County is a large rural, frontier county in Northern California with unique geographic, transportation, workforce, and access challenges that affect the delivery of behavioral health services. These challenges can create significant barriers for individuals and families seeking timely access to medically necessary Specialty Mental Health Services.

The Siskiyou County Health and Human Services Agency, Behavioral Health Division is committed to providing a comprehensive continuum of community-based behavioral health services that promote recovery, resiliency, wellness, and community integration. Through implementation of the Behavioral Health Services Act (BHSA), CalAIM, and other statewide behavioral health initiatives, the County continues to strengthen an integrated continuum of care that promotes recovery, resiliency, wellness, community integration, and equitable access to high-quality, behavioral health services.

The County recognizes that Day Treatment Intensive (DTI) and Day Rehabilitation (DTR) services are essential components of the behavioral health continuum of care, providing structured, therapeutic interventions that promote recovery, improve daily functioning, reduce avoidable psychiatric hospitalization, and support individuals in remaining safely integrated within their communities.

Through this Request for Proposals (RFP), the County seeks qualified organizations with demonstrated experience providing Specialty Mental Health Services to partner with the County in delivering evidence-based, recovery-oriented, trauma-informed, culturally responsive, and person-centered services for eligible Medi-Cal beneficiaries.

The County encourages innovative service delivery models that improve access to care, address the unique needs of rural communities, promote collaboration among community partners, and support positive outcomes for individuals receiving behavioral health services.

1.3 Requested Services

The County is seeking proposals for the following service areas:

Service Area	Service
A	Day Treatment Intensive (DTI) and/or Day Rehabilitation (DTR)

Respondents may submit proposals for:

- Day Treatment Intensive (DTI) only;
- Day Rehabilitation (DTR) only;
- Both Day Treatment Intensive (DTI) and Day Rehabilitation (DTR);

For **DTI and DTR**, respondents may propose services for:

- Children
- Youth
- Transitional Age Youth (TAY)
- Adults
- Older Adults

1.4 Service Location

Services may be provided within Siskiyou County or at an existing licensed facility located outside Siskiyou County.

Respondents proposing services outside Siskiyou County shall describe:

- The proposed service location;
- How transportation will be provided;
- How timely access to services will be maintained for Siskiyou County residents; and
- How coordination with Siskiyou County Behavioral Health will occur.

The County encourages creative and innovative service delivery models that improve access while maintaining high-quality care.

1.5 Contract Term

The County anticipates awarding one or more Professional Services Agreements with an initial term beginning **December 1, 2026**, and ending **June 30, 2029**.

Contract awards are contingent upon:

- Availability of funding;
- Successful contract negotiations;
- Approval by the Siskiyou County Board of Supervisors, when required; and
- Compliance with all applicable federal, state, and County requirements.

1.6 Funding

Funding for services awarded under this RFP is anticipated to include Behavioral Health Services Act (BHSA), Medi-Cal reimbursement, and other applicable federal, state, or local funding sources.

The County reserves the right to modify funding levels, negotiate services, or make no award if funding is reduced or unavailable.

1.7 Costs of Proposal Preparation

All costs associated with preparing and submitting a proposal are the sole responsibility of the respondent.

The County shall not reimburse any costs incurred in responding to this RFP, participating in interviews, or negotiating a contract.

2.0 REQUESTED SERVICES

2.1 Overview

The County is seeking proposals from qualified organizations to provide Specialty Mental Health Services for eligible Medi-Cal beneficiaries residing in Siskiyou County.

Services requested under this RFP include:

Service Area A

- Day Treatment Intensive (DTI)
- Day Rehabilitation (DTR)

The County may award one or more contracts as determined to be in its best interest.

SERVICE AREA A

Day Treatment Intensive (DTI) and Day Rehabilitation (DTR)

2.2 Purpose

The County is seeking proposals from qualified organizations to provide Day Treatment Intensive (DTI), Day Rehabilitation (DTR), or both services for eligible Medi-Cal beneficiaries who require structured behavioral health treatment in a community-based setting.

These services are intended to promote recovery, improve daily functioning, reduce psychiatric hospitalizations, and provide an alternative to more restrictive levels of care.

2.3 Scope of Work

The successful Contractor shall provide Day Treatment Intensive (DTI), Day Rehabilitation (DTR), or both, in accordance with all applicable federal and state laws, California Department of Health Care Services (DHCS) requirements, Medi-Cal Specialty Mental Health Services (SMHS) requirements, and County policies and procedures.

The selected Contractor shall comply with all applicable requirements governing Day Treatment Intensive and Day Rehabilitation services, including service authorization, required program components, staffing qualifications, hours of operation, attendance and claiming requirements, documentation standards, family or caregiver contact requirements, and written program requirements established by DHCS, Title 9 of the California Code of Regulations, applicable Behavioral Health Information Notices (BHINs), and other applicable state and federal guidance.

The Contractor shall coordinate with hospitals, crisis stabilization programs, outpatient providers, and other treating professionals to promote timely transitions of care and reduce avoidable psychiatric hospitalization or readmission.

The Contractor shall furnish all personnel, supervision, facilities, equipment, supplies, administrative support, and other resources necessary to successfully provide the contracted services.

At a minimum, the Contractor shall:

Program Services

- Provide Day Treatment Intensive (DTI), Day Rehabilitation (DTR), or both, as identified in the executed agreement.
- Deliver services that are recovery-oriented, trauma-informed, culturally responsive, person-centered, and clinically appropriate.
- Provide services in accordance with applicable DHCS Medi-Cal Specialty Mental Health Services requirements.
- Ensure services are provided in the least restrictive setting appropriate to each client's clinical needs.
- Services shall incorporate family, natural supports, and community partnerships whenever clinically appropriate.

Client Services

- Accept referrals from Siskiyou County Behavioral Health.
- Complete timely intake, assessment, and admission processes.
- Develop individualized treatment plans.
- Provide individual, group, family, and rehabilitative services, as appropriate.
- Coordinate care with County Behavioral Health, primary care providers, schools, hospitals, social service agencies, housing, employment, education, transportation and other community partners, when appropriate.
- Develop discharge and transition plans to support continuity of care.

Staffing

The Contractor shall:

- Employ qualified clinical, administrative, and support staff sufficient to provide the proposed services.
- Maintain all required professional licenses, certifications, and credentials.
- Provide ongoing clinical supervision and staff training.
- Ensure adequate staffing to meet participant needs and maintain program operations.

Facility and Operations

The Contractor shall:

- Maintain facilities that comply with all applicable licensing, health, safety, and accessibility requirements.
- Provide a safe and therapeutic treatment environment.
- Maintain all required licenses, certifications, and inspections.

Documentation and Reporting

The Contractor shall:

- Utilize the County's designated Electronic Health Record (SmartCare), if required.
- Maintain documentation consistent with DHCS and Medi-Cal requirements.
- Comply with all applicable DHCS documentation, medical necessity, claiming, billing, and reimbursement requirements for Medi-Cal Specialty Mental Health Services, including any future regulatory updates that become effective during the term of the agreement.
- Submit required reports in the format and frequency established by the County.
- Cooperate with County monitoring activities, audits, site visits, and quality improvement reviews.

Quality Improvement

The Contractor shall:

- Participate in County Quality Improvement activities.
- Monitor program performance and client outcomes.
- Implement corrective actions when performance deficiencies are identified.
- Participate in County meetings and contract monitoring activities.

Performance Expectations

The Contractor shall demonstrate the ability to:

- Provide timely access to services.
- Maintain adequate staffing and program capacity.
- Deliver high-quality behavioral health services.
- Meet all contractual reporting requirements.
- Collaborate effectively with County staff and community partners.
- Promote recovery, resiliency, wellness, self-determination and meaningful community participation.

The County reserves the right to negotiate the final Scope of Work with the selected respondent(s) prior to execution of the Professional Services Agreement.

2.4 Population to be Served

Respondents may propose services for one or more of the following populations:

- Children
- Youth
- Transitional Age Youth (TAY)
- Adults
- Older Adults

Respondents shall clearly identify the population(s) they propose to serve.

2.5 Service Location

Services may be provided:

- Within Siskiyou County;
- At an existing licensed facility located outside Siskiyou County; or
- Through another service delivery model proposed by the respondent.

Respondents proposing services outside Siskiyou County shall describe:

- Service location(s);
- Transportation plan;
- Estimated travel times;
- Coordination with Siskiyou County Behavioral Health; and
- How access to services will be maintained for County residents.

2.6 Requested Services

Respondents shall describe how they propose to provide Day Treatment Intensive and/or Day Rehabilitation services, including:

- Program overview
- Target population
- Referral and admission process
- Clinical services
- Individual and group treatment
- Family involvement, when appropriate
- Care coordination
- Discharge planning
- Coordination with County Behavioral Health
- Transportation, if applicable

Programs shall comply with applicable federal and state laws, Medi-Cal Specialty Mental Health Services requirements, and Department of Health Care Services (DHCS) requirements.

2.7 Staffing

Respondents shall describe their proposed staffing model, including:

- Organizational structure
- Key staff positions
- Professional licensure and qualifications
- Clinical supervision
- Staffing sufficient to support the proposed services

2.8 Facility

Respondents shall describe the proposed facility or facilities where services will be provided.

Include:

- Facility location
- Licensure or certification status, if applicable
- Program capacity
- Accessibility for individuals with disabilities
- Safety and security features

2.9 Documentation and Reporting

Respondents shall describe their experience with:

- Electronic health records
- Medi-Cal documentation requirements
- Data collection
- Outcome reporting
- Use of SmartCare or the ability to utilize the County's electronic health record system, if required

2.10 Desired Outcomes

The County is seeking providers capable of demonstrating positive outcomes, including:

- Improved access to behavioral health services
- Reduced psychiatric hospitalizations
- Improved functioning and recovery
- Successful coordination of care
- Timely access to services
- Compliance with applicable reporting requirements

Respondents should describe how program outcomes will be measured and monitored.

2.11 Performance Measures and Reporting

The selected Contractor shall participate in the County's quality improvement efforts and demonstrate the effectiveness of the Day Treatment Intensive (DTI) and/or Day Rehabilitation (DTR) program through ongoing performance monitoring and reporting.

The Contractor shall collect, monitor, and report program performance measures as required by the County, the California Department of Health Care Services (DHCS), and applicable

federal and state regulations. At a minimum, respondents shall describe their ability to collect and report data related to the following:

Access to Care

- Average time from referral to initial assessment.
- Average time from referral to admission.
- Number of referrals received.
- Number of referrals accepted and admitted.
- Number of referrals declined and reason(s) for denial.

Service Utilization

- Average daily census.
- Program capacity and utilization.
- Attendance rates.
- Length of participation in the program.
- Discharge destination.

Clinical Outcomes

- Progress toward treatment plan goals.
- Improvement in daily functioning.
- Reduction in psychiatric symptoms.
- Successful linkage to ongoing outpatient and community-based behavioral health services following discharge.
- Reduction in psychiatric emergency department utilization.
- Reduction in crisis service utilization.
- Improvement in independent living skills, when applicable.

Recovery and Community Integration

- Successful transition to a lower level of care.
- Housing stability, when applicable.
- Employment, volunteer, or educational participation, when applicable.
- Family involvement and engagement, when appropriate.

Client Experience

- Client satisfaction survey results.

- Family satisfaction survey results, when applicable.
- Client grievance and complaint tracking.
- Corrective actions taken in response to identified concerns.

Quality Improvement

Respondents shall describe their Quality Improvement (QI) program and explain how performance data are reviewed and used to improve service delivery. At a minimum, the proposal should address:

- Methods for monitoring quality of care.
- Performance improvement activities.
- Internal chart reviews and documentation audits.
- Staff training and competency development.
- Corrective action processes.
- Continuous Quality Improvement (CQI) activities.

Reporting Requirements

The selected Contractor shall submit reports in a format and frequency determined by the County. Reports may include monthly, quarterly, annual, and ad hoc reporting as requested. The Contractor shall cooperate with County quality assurance activities, audits, monitoring visits, and data requests.

Respondents should describe their experience using Electronic Health Records (EHRs), including SmartCare or comparable systems, and their ability to produce accurate, timely reports.

Continuous Quality Improvement

Respondents shall describe how program performance and outcome data are routinely reviewed and used to evaluate service effectiveness, identify opportunities for improvement, and enhance service delivery. At a minimum, respondents should describe:

- How performance and outcome data are analyzed and monitored.
- How trends and service gaps are identified and addressed.
- How data are used to improve clinical outcomes, client engagement, and access to services.
- The process for implementing corrective actions when performance goals are not achieved.
- Examples of how data have been used to support Continuous Quality Improvement (CQI) initiatives and improve program performance.

2.12 County Expectations – Day Treatment Intensive (DTI) and Day Rehabilitation (DTR)

The successful respondent will be expected to:

- Provide services in accordance with applicable federal and state laws, Medi-Cal Specialty Mental Health Services requirements, and Department of Health Care Services (DHCS) requirements.
- Coordinate care with Siskiyou County Behavioral Health and other community partners, as appropriate.
- Employ qualified staff with the experience and credentials necessary to provide the proposed services.
- Maintain all required licenses, certifications, and approvals applicable to the services provided.
- Participate in County meetings, quality improvement activities, and contract monitoring, as requested.
- Collect and report program and outcome data as required by the County.
- Utilize the County's electronic health record system, if required, and comply with applicable documentation standards.

2.13 Respondent Proposal

To assist the County in evaluating proposals, respondents shall describe:

Program Overview

- Services proposed (DTI, DTR, or both)
- Population(s) to be served
- Program goals
- Service location(s)

Service Delivery

- Referral and admission process
- Clinical services
- Individual, group, and family services
- Care coordination
- Discharge planning

Staffing

- Organizational structure

- Key staff positions
- Staff qualifications
- Clinical supervision

Facility

- Facility location
- Program capacity
- Licensure status
- Accessibility

Transportation

- Transportation plan, if applicable
- How transportation barriers will be addressed

Documentation and Reporting

- Experience with Medi-Cal documentation
- Electronic health record experience
- Data collection and reporting

Organizational Experience

- Experience providing similar services
- Experience serving rural communities
- Experience working with county behavioral health programs

3.0 MINIMUM QUALIFICATIONS

To be considered for award, respondents must demonstrate that they meet the minimum qualifications identified in this section. Failure to meet the minimum qualifications may result in the proposal being determined non-responsive.

3.1 Organizational Qualifications

Respondents shall:

- Be legally authorized to conduct business in the State of California.
- Be in good standing with all applicable federal, state, and local regulatory agencies.
- Have the organizational capacity to provide the services proposed under this RFP.
- Demonstrate the financial capacity to successfully perform the proposed services throughout the contract term.

- Be willing to enter into the County's standard Professional Services Agreement.

3.2 Licensure and Certification

Respondents shall possess, or demonstrate the ability to obtain prior to contract execution, all licenses, certifications, registrations, and approvals required to provide the proposed services.

3.3 Experience

Respondents shall demonstrate experience providing services similar to those requested in this RFP.

At a minimum, respondents shall describe:

- Organizational experience providing behavioral health services.
- Experience providing the proposed service(s).
- Experience serving the proposed population(s).
- Experience working with public behavioral health systems, if applicable.
- Experience serving rural or frontier communities, if applicable.

3.4 Staffing Capacity

Respondents shall demonstrate the ability to recruit, hire, supervise, and retain qualified staff necessary to provide the proposed services.

Respondents shall identify key leadership and clinical positions responsible for program oversight.

3.5 Insurance

Prior to contract execution, the successful respondent shall provide proof of insurance meeting the County's minimum insurance requirements.

Specific insurance requirements can be found in section **6.4 Insurance Requirements** and will be included in the Professional Services Agreement (**Attachment A**).

3.6 References

Respondents shall provide a minimum of three (3) professional references for projects or contracts similar in size and scope to the services proposed.

References should include:

- Organization name
- Contact person
- Title
- Telephone number

- Email address
- Description of services provided
- Dates of service

3.7 Conflict of Interest

Respondents shall disclose any actual or potential conflicts of interest that could affect the performance of the proposed services or the respondent's ability to enter into a contract with the County.

3.8 Debarment and Legal Actions

Respondents shall disclose whether the organization or any principal has:

- Been debarred, suspended, or otherwise prohibited from contracting with a governmental entity;
- Been subject to significant contract termination for cause within the past five (5) years; or
- Been involved in litigation or regulatory actions that may materially affect the organization's ability to perform the proposed services.

If applicable, respondents shall provide a brief explanation.

4.0 PROPOSAL REQUIREMENTS

To assist the County in evaluating proposals, respondents shall organize their proposals in the order identified below.

Respondents are encouraged to provide clear, concise responses that directly address the requested information.

Proposal Page Limits

To promote consistency and facilitate the evaluation process, respondents are encouraged to adhere to the following page limits. Page limits do not include cover pages, table of contents, dividers, resumes, licenses, certifications, required forms, or other attachments.

Proposal Section	Recommended Maximum Pages
Cover Letter	1
Executive Summary	2
Organizational Qualifications	5
Technical Proposal	10

Implementation Plan	3
Organizational Experience	3
Quality Improvement	3
References	2
Cost Proposal	2

The County reserves the right to evaluate proposals that exceed the recommended page limits; however, respondents are encouraged to provide concise and focused responses.

4.1 Cover Letter

Include a cover letter signed by an individual authorized to bind the organization contractually.

The cover letter should include:

- Organization name
- Mailing address
- Primary contact person
- Telephone number
- Email address
- Federal Tax Identification Number
- A statement identifying the service area(s) for which the proposal is being submitted
- A statement certifying that the information contained in the proposal is true and accurate

4.2 Executive Summary

Provide a brief summary of the proposal, including:

- Organization overview
- Service area(s) proposed
- Population(s) to be served
- Proposed service location(s)
- Key strengths of the organization

Limit the Executive Summary to two (2) pages.

4.3 Organizational Qualifications

Describe your organization, including:

- Organizational history
- Mission
- Behavioral health experience
- Experience providing similar services
- Experience serving rural communities
- Organizational structure
- Current behavioral health programs

4.4 Technical Proposal

This section should describe how the proposed services will be delivered.

Respondents shall address the applicable service area(s) included in their proposal.

Include:

Program Overview

- Services proposed
- Population(s) served
- Program goals
- Proposed capacity

Service Delivery

- Referral process
- Admission process
- Clinical services
- Care coordination
- Discharge planning
- Coordination with County Behavioral Health

Staffing

- Proposed staffing model
- Organizational chart
- Staff qualifications
- Clinical supervision

Facility

- Service location(s)
- Facility description
- Program capacity
- Accessibility

Transportation

If services are located outside Siskiyou County, describe how transportation will be provided and how barriers to access will be minimized.

Documentation and Reporting

Describe your organization's experience with:

- Medi-Cal documentation
- Electronic health records
- Outcome reporting
- Data collection
- Respondents must demonstrate the ability to utilize Siskiyou County's designated Electronic Health Record (SmartCare), including all required documentation, billing, and reporting requirements.

4.5 Cultural Responsiveness and Community Engagement

Respondents shall describe their organization's approach to providing culturally responsive, trauma-informed, and person-centered services. At a minimum, respondents shall address:

- Experience serving culturally diverse populations.
- Experience serving rural and frontier communities.
- Strategies for reducing barriers to behavioral health services.
- Language access services for individuals with Limited English Proficiency (LEP).
- Experience collaborating with Tribal communities and other community partners, when applicable.
- Staff training related to cultural humility, diversity, equity, and inclusion.
- How services are adapted to meet the unique needs of children, youth, adults, older adults, and other special populations served under this RFP.

4.6 Implementation Plan

Respondents shall submit a detailed implementation plan describing how services will be established and become fully operational following contract award. The implementation plan should identify key activities, anticipated timelines, responsible staff, and any dependencies that may affect implementation.

At a minimum, the implementation plan shall address:

Contract Start-Up

- Anticipated timeline from contract execution to program implementation.
- Major implementation milestones.
- Estimated date services will begin.

Program Development

- Program development activities.
- Policies and procedures to be developed or implemented.
- Licensing or certification activities, if applicable.

Staff Recruitment and Training

- Recruitment timeline for key staff.
- Staff onboarding and orientation.
- Clinical and administrative training.
- Ongoing professional development.

Facility Readiness

- Facility location and readiness.
- Any anticipated renovations or improvements.
- Furniture, equipment, and technology needed prior to service delivery.

Electronic Health Record (EHR)

- Implementation of SmartCare or the County's designated Electronic Health Record.
- Staff training related to documentation and billing.

Coordination with the County

- Communication plan with Siskiyou County Behavioral Health.
- Referral and intake coordination.
- Participation in implementation meetings, if requested.

Potential Risks

- Identify anticipated implementation challenges.
- Describe strategies to minimize delays and ensure uninterrupted service delivery.

4.7 Organizational Experience

Describe your organization's experience providing services similar to those requested in this RFP.

Include:

- Years providing behavioral health services
- Similar contracts
- Public behavioral health experience
- Rural service delivery experience
- Relevant partnerships

4.8 Quality Improvement

Describe your organization's approach to Quality Improvement (QI) and Continuous Quality Improvement (CQI), including how performance and outcome data are routinely reviewed and used to improve service delivery and client outcomes.

Include:

- Performance monitoring activities
- Outcome measurement and reporting
- Client and family satisfaction surveys
- Continuous Quality Improvement (CQI) activities
- How performance and outcome data are analyzed and used to identify trends, improve program performance, address service gaps, and support quality improvement initiatives.
- Examples of how data have been used to improve clinical outcomes, client engagement, access to services, or operational performance.
- Corrective action processes used when performance goals are not achieved.

4.9 References

Provide at least three (3) references for contracts of similar size and scope.

Include:

- Organization
- Contact person

- Title
- Telephone
- Email
- Description of services
- Contract dates

4.10 Cost Proposal

Respondents shall submit a separate Cost Proposal that clearly identifies all anticipated costs associated with the proposed services.

The Cost Proposal shall include:

- Personnel costs
- Operating costs
- Administrative costs
- Transportation costs, if applicable
- Other proposed costs

Respondents shall identify any assumptions used in developing the proposed budget.

4.11 Required Attachments

Respondents shall include the following attachments with their proposal:

- Organizational chart
- Current business license (if applicable)
- Required licenses and certifications
- Proof of authority to conduct business in California
- Certificates of insurance (or evidence of insurability)
- W-9
- Three professional references
- Additional supporting information, if applicable

5.0 PROPOSAL EVALUATION AND SELECTION

5.1 Evaluation Process

Proposals determined to be responsive to the requirements of this RFP will be evaluated by a County evaluation committee.

The evaluation committee will review and score proposals based on the criteria identified in this section.

The County reserves the right to:

- Request clarification or additional information from respondents.
- Conduct interviews or presentations.
- Request a Best and Final Offer (BAFO), if determined necessary.
- Negotiate contract terms with one or more respondents.
- Recommend one or more respondents for contract award.
- Reject any or all proposals if it is determined to be in the County's best interest.

Selection of a respondent does not guarantee a contract award.

5.2 Evaluation Criteria

Proposals will be evaluated using the following criteria:

Criteria	Points
Technical Proposal	30
Organizational Experience	20
Staffing	20
Implementation	10
Quality Improvement	10
Cost	10

The County may consider interviews, references, clarification responses, and other relevant information during the evaluation process.

5.3 Evaluation Criteria Description

Implementation Plan (20 Points)

The County will evaluate:

- Completeness and feasibility of the implementation plan.
- Readiness to begin services within the proposed timeframe.
- Staffing recruitment and retention strategy.
- Facility readiness.

- Ability to implement SmartCare and required documentation processes.
- Identification of implementation risks and proposed mitigation strategies.
- Overall likelihood of successful program implementation.

Technical Proposal (30 Points)

The County will evaluate the respondent's understanding of the requested services, including:

- Program design
- Service delivery model
- Coordination of care
- Access to services
- Innovation
- Ability to measure program effectiveness, monitor outcomes, and utilize data to support continuous quality improvement
- Approach to providing culturally responsive, trauma-informed, and person-centered services that meet the needs of Siskiyou County's diverse rural population
- Overall responsiveness to the County's needs

Staffing and Organizational Capacity (20 Points)

The County will evaluate:

- Staffing model
- Qualifications of proposed staff
- Clinical supervision
- Organizational capacity
- Ability to recruit and retain qualified staff

Implementation Plan (10 Points)

The County will evaluate:

- Readiness to implement services
- Implementation timeline
- Facility readiness
- Staffing plan
- Ability to begin services within the proposed timeframe

Quality Improvement and Performance Measurement (10 Points)

The County will evaluate:

- Quality improvement program
- Outcome measurement
- Data collection
- Continuous quality improvement processes
- Performance monitoring

Cost Proposal (10 Points)

The County will evaluate:

- Overall cost
- Cost reasonableness
- Cost effectiveness
- Budget clarity and completeness

Selection will not be based solely on the lowest cost proposal.

5.4 Interviews

The County reserves the right to conduct interviews with one or more respondents.

If interviews are conducted, respondents may be asked to:

- Present their proposed program
- Introduce key personnel
- Respond to questions from the evaluation committee
- Clarify information contained in their proposal

The County may adjust final scores based on interview results, if applicable.

5.5 Reference Checks

The County reserves the right to contact references provided by respondents and may consider information obtained during reference checks when making award recommendations.

5.6 Notice of Intent to Award

Following completion of the evaluation process, the County intends to issue a Notice of Intent to Award to the selected respondent(s).

Issuance of a Notice of Intent to Award does not constitute a contract award.

Contract awards remain subject to successful negotiations, funding availability, and any required approvals, including approval by the Siskiyou County Board of Supervisors.

5.7 Contract Negotiations

Following selection, the County may negotiate final contract terms, including but not limited to:

- Scope of services
- Budget
- Performance measures
- Reporting requirements
- Contract language
- Implementation schedule

If negotiations are unsuccessful, the County reserves the right to discontinue negotiations and begin negotiations with another qualified respondent.

6.0 GENERAL INFORMATION

6.1 Contract Award

The County intends to award one or more contracts to the respondent(s) whose proposal(s) are determined to be in the best interest of the County.

The County reserves the right to award contracts for one or more service areas, negotiate modifications to the proposed scope of services, or decline to award any contract.

Contract awards are contingent upon funding availability, successful contract negotiations, and any required approvals, including approval by the Siskiyou County Board of Supervisors.

6.2 Contract Term

The anticipated contract term is **December 1, 2027, through June 30, 2029**.

The County reserves the right to extend the contract in accordance with County policy, funding availability, and mutual agreement of the parties.

6.3 Compensation

Compensation will be negotiated with the selected respondent(s) and will be based on the approved scope of services, available funding, and applicable reimbursement methodologies.

The County reserves the right to negotiate final budgets and service levels prior to contract execution.

6.4 Insurance Requirements

a. Workers' Compensation:

Contractor shall provide workers' compensation insurance coverage, in an amount no less than \$1,000,000.00 per accident for bodily injury or disease, for all

Contractor's employees utilized in providing work and services pursuant to this Agreement. By executing a copy of this Agreement, Contractor acknowledges its obligations and responsibilities to its employees under the California Labor Code, and warrants that Contractor has complied and will comply during the term of this Agreement with all provisions of the California Labor Code with regard to its employees. Contractor, at the time of execution of this Agreement, will provide County with evidence of the required workers' compensation insurance coverage.

b. General Liability:

Contractor shall procure and maintain during the entire term of this Agreement, a policy of general liability insurance which covers all the work and services to be performed by Contractor under this Agreement. Such insurance policy will have a per occurrence combined single limit coverage of no less than \$2,000,000.00. Such policy will not exclude or except from coverage any of the services and work required to be performed by Contractor under this Agreement. The required policy of insurance will be issued by an insurer authorized to sell such insurance by the State of California and have at least a "Best's" policyholder's rating of "A" or "A+". County will be named as "an additional named insureds" on this policy. Contractor will provide County a copy of the policy and a certificate of insurance showing County as "additional named insured" and indicating that the policy will not be terminated, canceled, or modified without thirty (30) days written notice to County.

c. Business Auto:

If Contractor utilizes a motor vehicle in performing any of the work or services hereunder, Contractor shall procure and maintain in force throughout the duration of this Agreement, a business auto liability insurance policy with minimum coverage levels of no less than \$1,000,000.00 per occurrence, combined single limit for bodily injury liability and property damage liability. The coverage shall include all Contractor owned vehicles and all hired and non-owned vehicles used in performing under this Agreement.

A certificate of insurance shall be provided to County at least ten (10) days prior to the start of services to be performed by Contractor. The policy shall contain a provision prohibiting the cancellation or modification of said policy except upon thirty (30) days prior written notice to County.

d. Professional Liability:

If Contractor is required to be professionally licensed or certified by any agency of the State of California in order to perform any of the work or services hereunder, Contractor shall procure and maintain in force throughout the duration of this Agreement a professional liability insurance policy with a minimum coverage level of \$2,000,000.00 per occurrence or claim. Proof of such insurance shall be provided to county at least ten (10) days prior to the start of any work by Contractor.

e. Sexual Abuse or Molestation (SAM) Liability:

If the CGL policy referenced above is not endorsed to include affirmative coverage for sexual abuse or molestation, Contractor shall obtain and maintain a policy covering Sexual Abuse and Molestation with a limit no less than **\$1,000,000** per occurrence or claim.

6.5 Licensure and Compliance

The successful respondent shall maintain all licenses, certifications, registrations, and approvals required to provide the contracted services throughout the term of the agreement.

Respondents shall comply with all applicable federal, state, and local laws, regulations, and County policies.

6.6 Records and Monitoring

The successful respondent shall maintain records sufficient to demonstrate compliance with contract requirements.

The County reserves the right to monitor contract performance, review program records, and conduct site visits, as appropriate.

6.7 Reporting Requirements

The successful respondent shall submit reports as required by the County and applicable funding sources.

6.8 Electronic Health Record

The successful respondent shall utilize the County's designated electronic health record (EHR) (SmartCare) system, if required, and comply with applicable documentation and reporting requirements.

6.9 Nondiscrimination

The successful respondent shall comply with all applicable federal and state nondiscrimination laws and shall not discriminate on the basis of race, color, national origin, ancestry, religion, sex, gender identity, gender expression, sexual orientation, age, disability, veteran status, or any other protected classification.

6.10 Independent Contractor

The successful respondent shall perform services as an independent contractor and not as an employee of Siskiyou County.

Nothing contained in this RFP or any resulting agreement shall be construed to create an employer-employee relationship.

6.11 Assignment

The successful respondent shall not assign or transfer any rights or obligations under the resulting agreement without the prior written approval of the County.

6.12 Termination

Any agreement resulting from this RFP shall include provisions allowing the County to terminate the agreement in accordance with the terms and conditions of the Professional Services Agreement.

6.13 Question Submission

Proposers are asked to direct all inquiries related to the project to Sarah Collard, HHSA Director, by email, at rfp_rfb_submissions@co.siskiyou.ca.us.

All questions must be submitted no later than **August 25, 2026, at 5:00 p.m.** Responses to all questions received by the deadline will be posted on the Siskiyou County website at www.siskiyoucounty.gov/rfps on, **September 1, 2026, at 2:00 p.m.**

6.14 Submission

Proposals must be submitted by way of mail, hand delivery, and/or electronic means, as described below:

- **Hand Delivery:** Hard copy proposals submitted by hand delivery must be received at Siskiyou County Behavioral Health, 2060 Campus Drive Yreka, CA 96097 on or before **September 15, 2026, at 5:00 P.M.** Please note (ATTN: Sarah Collard, HHSA Director) “**RFP #26-2080**” on front of envelope.
- **Mailing:** Hard copy proposals by way of mail must be mailed to Siskiyou County Behavioral Health, 2060 Campus Drive Yreka, CA 96097 and received by **September 15, 2026, 5:00 P.M.** Please note (ATTN: Sarah Collard, HHSA Director) “**RFP #26-2080**” on front of envelope.
- **Electronic Copy Submittal:** Submit an electronic copy of the proposal via email. Electronic copies shall be emailed to rfp_rfb_submissions@co.siskiyou.ca.us and must be received by **September 15, 2026, 5:00 P.M.** Please include “**RFP #26-2080**” in subject line.

Proposers shall provide One (1) original copy with signature and Four (4) exact copies of the original by hand or mail delivery, as instructed above.

Proposers submitting proposals electronically will only be required to send one signed copy.

The County will provide the following to assist the selected entity(s):

- Designate a person to act as the County's point of contact with respect to the work performed under the contract.
- Information, as legally allowed and reasonably attainable, in possession of the County that relates to the requirements of the project(s) or which is relevant for the project(s).

- Facilitate coordination with other entities, local agencies, organizations, and individuals if necessary.
- Advice on the project scope of work.
- Review and validation of project deliverables.

A contract award resulting from this RFP will be made without discrimination on any basis prohibited under state or federal law.

7.0 ATTACHMENTS

The following attachments are incorporated into this RFP:

Attachment A – Siskiyou County Professional Services Contract (Sample)