

Request for Proposals

City of Alamosa, Colorado

Co-Responder Program

December 23, 2021

Introduction

The City of Alamosa is requesting proposals from qualified providers to collaborate on the provision of a Co-Responder Program.

A Co-Responder Program provides behavioral health intervention, de-escalation resources, and referrals to ongoing care, and reduces unnecessary use of the 911 dispatch system when a behavioral health staff member responds alongside police officers to calls for service which may present mental health or substance abuse components. Since the City of Alamosa has no background in hiring or managing behavioral health staff, it wishes to partner with a provider with such background for the program.

The Chief of Police will serve as the City's primary liaison to the successful provider. The Chief of Police in conjunction with the City Manager will determine the successful proposal.

Overview

The city of Alamosa is located in Alamosa county in the San Luis Valley at the intersection of Highways US-160, US-285, and CO-17, about 125 miles southwest of Pueblo. Alamosa is located just 15 miles from the Great Sand Dunes National Park. The city, with a population of 9,410 (2018 Colorado Demography Office) is a regional hub for education, retail, service, and medical facilities. It is the home of Adams State University with almost 2,000 students and Trinidad State Junior College with approximately 600 students. The major employers are agriculture, healthcare, and government (City, County, K-12, higher education). The city has experienced challenges due to its geographical location and the long-term severe poverty of the area. The City has a very low property tax and depends mostly on revenue generated from sales taxes.

The Alamosa Police Department consists of 20 certified police officers, 3 certified criminal investigators (Detectives), 3 certified command staff (Chief and 2 Captains), 3 non certified community service officers, and 2 non certified administrative staff. The Police Department handles approximately 25,000 calls for service each year. During a recent internal study, officers handled approximately 4-7 mental health calls per week. These calls include the following: suicidal ideations, juvenial delinquency, M-1 holds, and Adult Protective Services. These numbers do not include calls for service related to substance abuse components, which would be much higher.

Project Area and Timeframe

The physical scope of the Co-Responder Program will include the incorporated area of the city of Alamosa for call response. A physical office, including office furniture, department cell phone and IT equipment, will be provided by the City of Alamosa within the Police Department for the clinician. A City vehicle will be provided for the clinician to respond when requested by officers.

The City of Alamosa will be using American Rescue Plan funding for the costs of the program, which expire December 31, 2024. Given the short nature of the availability of these funds, the City is very interested in beginning the program as soon as possible. Additionally, the City of Alamosa will be researching potential grant opportunities for sustainability of the program beyond 2024. Successful proposals should include information on the provider's anticipated efforts related to sustainability including potential grants and/or cost sharing.

Scope of Services

The provider would be responsible for hiring a full-time clinician who would be housed at the Alamosa Police Department. The partner would maintain all managerial responsibility including hiring, evaluating, firing, discipline, etc. with input sought from the Police Chief. Additionally, since the clinician will be a full-time employee of the provider, all training, clinical liability insurance, payroll, benefits, etc. will be handled by the provider. The City is also interested in having the clinician serve in an on-call role, which would require further discussions. Given the unique atmosphere/culture of a police department combined with responding to calls, the City of Alamosa would like the Police Chief to be included in the hiring process with the final decision resting with the provider.

The clinician would respond alongside an officer to those calls where a mental health or substance abuse component exists. Attached is a sample job description provided by an existing co-responder program that provides further detailed information on the duties and expectations for the clinician.

Since this is a new program for Alamosa, it is anticipated that the provider and Police Chief will need to work closely on establishing the work hours and how after-hour calls will be handled. The upfront expectation is that the employee would work a five day work week and have some flexibility in their hours. After the position has been operational for a period of time, the City anticipates that it would be beneficial for the provider and Police Chief to evaluate the hours and make any needed adjustments.

The City of Alamosa will provide a City-issued vehicle, office with IT equipment, uniform(s), and any other needed equipment including a radio and bulletproof vest.

Submission Requirements

In order to be considered, 2 copies of the proposal and an electronic copy must be received by the City of Alamosa on or before 5:00 pm, Friday, January 28, 2022.

All proposals must be in a sealed envelope marked:

REQUEST FOR PROPOSALS – CO-RESPONDER PROGRAM
ATTN: CHIEF ANDERSON

Each proposal should be limited to 20 pages and shall contain the following information:

1. Outline of proposed work. The consultant is encouraged to incorporate their own ideas beyond those outlined in the RFP.
2. A detailed proposed timeline for the completion of the project, including specific areas of concentration.
3. A statement of qualifications, relevant experience and key personnel who will be responsible for the execution of this program, including qualifications of any sub-consultants named in the proposal. This may include addendum copies of past projects in cities of similar size.
4. A list of three professional references of similar scope with mailing address, email address, phone numbers, and date of service.
5. A cost breakdown of the program. The cost shall be all inclusive of the project including anticipated salary, benefits, and overhead.
6. The name, title, mailing address, email address, and telephone number of the individual authorized to negotiate and contractually bind the company during the period of the proposed evaluation.
7. A statement that the proposal is binding for not less than 75 days after the proposal due date.

Selection Process

The deadline for submission of proposals is January 28, 2022 at 5:00 PM local time.

Several criteria will be closely evaluated, including, but not limited to the following: technical approach to the program, qualifications of organization, logical capabilities and previous performance with similar collaborative projects, pricing, proposed timeframe, and commitment to sustainability. Interviews will be conducted if needed.

The City will attempt to negotiate an agreement with the preferred provider. If no agreement can be reached with the preferred provider, that provider shall be dismissed and the City shall proceed with negotiations with the second-preferred provider. This process may be repeated as necessary until an agreement can be negotiated that is satisfactory to both parties.

Compensation

Following the selection of a provider and the successful negotiation of an agreement, a contract shall be negotiated between the City and the successful provider. Reimbursement shall be made according to an agreed upon schedule, specified within the contract for a maximum not-to-exceed amount.

Contact Information

Firms responding to this solicitation should mail proposals to and direct all inquiries to:

Chief Anderson
City of Alamosa
300 Hunt Avenue
PO Box 419
Alamosa, CO 81101
Telephone: (719) 587-2016
Email: kanderson@[ci.alamosa.co.us](mailto:kanderson@ci.alamosa.co.us)

City Reservation of Rights

The City of Alamosa reserves the right, at its sole discretion, to use without limitation any and all information, concepts, and data submitted in response to this RFP, or derived from further investigation of such proposals. The City further reserves the right at any time and for any reason, to cancel this solicitation, to reject any and all proposals, to supplement, add to, delete from, or otherwise change this RFP as determined in the sole and absolute discretion of the City. The City may seek clarifications from a respondent regarding his or her proposal at any time and failure to respond promptly may be cause for rejection. The City also reserves the right to interview only those respondents it determines can provide the most advantageous services and to negotiate with one or more respondents on contract terms acceptable to the City of Alamosa.