

KANE COUNTY REQUEST FOR PROPOSALS (RFP) FOR DOMESTIC VIOLENCE TREATMENT SERVICES

I. PURPOSE:

Kane County is requesting proposals from qualified individuals to provide individual and/or group therapy for domestic violence treatment services. Contractor must be a certified Domestic Violence Treatment Provider willing to travel to Kanab Utah to provide services. The contractor will be expected to evaluate, organize, direct, schedule, bill and report on all individual and group therapy interventions undertaken with the Community Recovery or Kane County Drug Court clients. Meeting space and any screening or assessment tools will be provided by Kane County.

II. GENERAL INFORMATION:

Kane County will award a contract to the proposal based qualifications and price as set forth herein. The contract will be for an initial one year term beginning August 1, 2018 with the option to renew and extend the contract without bid for one additional year. Completed RFP packets are due Monday, July 16, 2018, at 4:00 p.m. (MDT). All inquiries may be directed to Rob Van Dyke, Kanab County Attorney, 76 North Main, Kanab, UT 84741, Phone: (435)644-5278 Email: rvandyke@kane.utah.gov.

III. DESCRIPTION OF SERVICES:

1. The contractor must develop, organize and facilitate both group and individual domestic violence treatment services for offenders participating in the Community Recovery and Kane County Drug Court programs. We anticipate referring approximately twenty clients each year with the opportunity to serve four to seven clients once per week.
2. The contractor must provide Kane County with his/her applicable qualifications and certifications, and must provide proof of current licensing and background screening.
3. The contractor must be able to provide proof of insurance if awarded a contract.
4. The contractor must provide treatment records for each session compatible with the Best Notes records system.
5. It is anticipated that the successful applicant will need to initially schedule one day a week for provision of the described services in Kanab, Utah. Contractor will be provided appropriate space at the Kane County Drug Court therapy offices to meet for individual and group sessions with participants.

IV. QUALIFICATIONS:

The successful applicant should be a Utah certified provider with at least three years experience in providing domestic violence treatment services to offenders.

V. PROPOSAL APPLICATION:

Each proposal shall contain the following:

1. Cover Letter and Statement of Interest detailing applicant's ability to fulfill contract requirements.
2. Current resume, with references, for any and all applicant personnel.
3. Hourly rate for providing the services.
4. Proposal of services, including multiple options for how and when the services will be delivered as discussed in section three.
5. Any other information the applicant thinks would be helpful in awarding the contract.

VI. PROPOSAL APPLICATION PROCESS:

1. Proposals must be delivered to the Kane County Attorney's Office, 76 N. Main Street, Kanab, Utah 84741, by 5:00 p.m. July 16, 2018. However, email is preferred (rvandyke@kane.utah.gov).
2. Incomplete Proposals will be summarily rejected.
3. Proposals shall be reviewed as outlined in section seven.
4. The anticipated start date for services is August 1, 2018.
5. For any questions or additional information please contact Robert Van Dyke, Kane County Attorney at (435)644-5278 or rvandyke@kane.utah.gov.

VII. PROPOSAL ACCEPTANCE PROCEDURE:

1. Completed proposal applications will be reviewed by the Kane County Attorney, with input from the Kane County Drug Court Team.
2. Qualified applicants may be given the opportunity to interview.
3. Kane County may reject all proposals or may accept a highly qualified and competent proposal that satisfies the requirements of the RFP.
4. The accepted applicant will be notified and asked to enter into a contract.
5. Kane County reserves the right to reject the proposal after acceptance if a contract is not successfully negotiated and to accept other proposals submitted under this request for proposals.
6. The negotiated contract may contain additional substantive and procedural terms not otherwise addressed in this request for proposals, including but not limited to a clause for termination.