

**LEGAL NOTICE
COUNTY OF COLUMBIA
NOTICE TO VENDORS**

PLEASE TAKE NOTICE that sealed proposals will be received for

**OPIOID REGIONAL ABATEMENT PROJECTS
COLUMBIA COUNTY DEPARTMENT OF HUMAN SERVICES**

at the office of Columbia County Central Services, 401 State St., Hudson, New York 12534 until **2:00 P.M., Monday, April 8, 2024**. Proposals shall be contained in a sealed envelope, clearly marked “**OPIOID REGIONAL ABATEMENT PROJECTS**”. Proposals will be publicly opened and read at the Columbia County Office Building, Committee Room, 401 State Street, Hudson, New York, at 2:15 P.M., Monday, April 8, 2024.

Bid packages can be obtained by any bidder at the Columbia County Department of Central Services, 401 State Street, Hudson, New York, or by going to <https://www.columbiacountyny.com/public-notices--request-for-proposals-rfp.html>, and shall be prepared in accordance with the forms contained in the proposal package.

No proposal may be withdrawn for a period of forty-five (45) days from the date of the bid opening. The County of Columbia reserves the right to reject any and all bids.

Bid#: 24-002

Dated: January 9, 2024

COUNTY OF COLUMBIA
REQUEST FOR PROPOSALS
OPIOID REGIONAL ABATEMENT PROJECTS
COLUMBIA COUNTY DEPARTMENT OF HUMAN SERVICES
RFP # 24-002

SECTION 1: Purpose of Request

The Columbia County Local Governmental Unit (LGU) has received from the NYS Office of Addiction and Support Services, Regional Abatement funds from the Opioid Settlement monies. These funds provide a unique opportunity to develop--or pilot--programs and/or initiatives that will help to meet the needs of individuals with opioid use disorder.

SECTION 2: Scope of Services

As specified in the Settlement Agreement, NYS Statute and the 2022 Opioid Settlement Fund Advisory Board report, the allowable use of funds and identified priority areas should be considered when submitting proposals (<https://oasas.ny.gov/opioid-settlement-funding-initiatives>). Three main areas of overarching themes that have been identified, include: service integration to best treat co-occurring disorders, service equity, and meaningful evaluation that demonstrates reduced suffering and positive impacts on the social determinants of health.

Priority areas for this funding include:

- Harm reduction
- Treatment
- Investments across the service continuum
- Priority populations
- Housing
- Recovery
- Prevention
- Transportation
- Public awareness
- Research

SECTION 3: Eligibility and Funding Requirements

Eligible applicants include NYS OMH or OASAS-licensed providers and organizations with a 501c3 designation. Applicants must serve Columbia County residents.

A total of \$75,000 is available. The number of awardees and amount awarded will be determined by the number of applications received and the complexity of the proposed projects. Awardees will execute a contract with the County of Columbia in accordance with this RFP as prepared and approved by the County Attorney.

Notice: It is mutually understood and agreed that the successful bidder shall not assign, transfer, convey, sublet or otherwise dispose of the Contract or his right, title, or interest therein, or his power to execute such contract, to any other person, company, or corporation, without consent of Columbia County

SECTION 4: Q & A Protocol and Timeframe

All questions concerning this RFP must be submitted in writing to the person designated below by February 9, 2024:

Attn: Melissa Scheriff
Columbia County Department of Human Services
325 Columbia Street, Suite 300
Hudson, NY 12534
Melissa.Scheriff@columbiacountyny.com

Replies will be posted on the Columbia County website (<https://www.columbiacountyny.com/public-notices--request-for-proposals-rfp.html>). Questions received after the date listed above will not be answered. The County will be bound only by responses given in writing.

SECTION 5: Receipt of Proposals

Three (3) copies of the proposal and other required documents must be submitted, sealed in an envelope, and clearly marked with the name and number of the proposal and the name and address of the proposer. Proposals must be received no later than 2pm on Monday, April 8, 2024 at the following address:

Marissa Hogencamp, Purchasing Agent
Columbia County Central Services
401 State Street
Hudson, NY 12534

Those submitting Proposals do so entirely at their expense. There is no express or implied obligation by Columbia County to reimburse any firm or individual for any costs incurred in preparing or submitting Proposals, preparing or submitting additional information requested by the County, or for participating in any selection interviews.

Submission of any Proposal indicates acceptance of the conditions contained in the RFP, unless clearly and specifically noted otherwise in the Proposal.

Columbia County reserves the right to reject any and all Proposals, in whole or in part, submitted in response to its RFP.

Columbia County reserves the right to waive any and all informalities and to disregard all non-conforming, non-responsive or conditional Proposals.

Columbia County may, at any time by written notification to all Proposers, change any portion of the RFP described and detailed herein.

Proposals will be examined and evaluated by representatives of the local behavioral health provider system.

During the evaluation of Proposals, the County may require clarification of information or may invite Proposers to an oral presentation to amplify and or validate Proposal contents.

SECTION 6: Format of Proposal

Proposals must be submitted in the format set forth below. Failure to follow this format may be cause for rejection.

Section 1, Qualifications and Experience: Describe the applicant’s mission, list of current programming, and history of experience. Describe staffing structure and capacity to carry out activities outlined in Section 2 (Work Plan). Provide a copy of Operating Certificate or 501c3 designation.

Section 2, Work Plan: Describe start up activities and proposed timeline. Identify target population(s) and describe any data tracking mechanisms that will be used to gauge program effectiveness.

Section 3, Cost/Budget Proposal: Complete Budget template (Attachment A) and provide a narrative to accompany it.

Section 4, Sustainability Plan: Outline sustainability plans and any contingencies accordingly.

SECTION 7: Proposal Evaluation

Proposals will be evaluated based upon the following:

Qualifications and Experience	25 points
Work Plan	40 points
Cost/Budget Proposal	25 points
Sustainability Plan	10 points
Total Possible Points	100 points

SECTION 8: Insurance Requirements

The successful proposer will be required to procure and maintain at its own expense, the following insurance coverage:

- (a) **Statutory Workers' Compensation, Employer's liability and NYS Disability:** A policy in accordance with the Workers' Compensation and disability benefits laws of the State of New York
- (b) **Automobile Liability Insurance:** A policy or policies of insurance with minimum limits of \$1,000,000 each accident. Coverage shall provide for any vicarious liability of the County of Columbia and be applicable to all owned, non-owned, hired, borrowed or temporality used vehicles by Consultant.
- (c) **General Liability Insurance:** Commercial General Liability insurance with minimum limits of \$1,000,000 per occurrence, subject to a \$2,000,000 annual aggregate. Coverage shall include bodily injury, property damage, personal injury, and blanket contractual liability.
- (d) **Professional Liability Insurance:** A policy or policies with limits not less than \$1,000,000.

No work shall be commenced under the contract until the successful proposer has delivered to the County proof that all required insurance has been procured. Each policy of insurance shall be in form and content satisfactory to the County, shall name the County as an additional insured, and must provide that the policy will not be changed or canceled until 30 days written notice has been given to the County.

IRAN ENERGY SECTOR DIVESTMENT

By submission of this bid each person and each person signing on behalf of any other party certifies, and in the case of a joint bid or partnership each party thereto certifies, as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each person is not on the list created pursuant to paragraph (b) of subdivision 3 of section 165-a of NYS Finance Law.

TITLE VI

Title VI of the Civil Rights Act of 1964 and related statutes and regulations, as amended, require that no person in the United State shall, on the grounds of race, color, sex, national origin, age, or disability be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which it receives Federal financial assistance.

CONTRACTOR'S ASSURANCE OF EQUAL EMPLOYMENT OPPORTUNITY

The undersigned assures Columbia County that it will comply with all applicable laws and regulations prohibiting discrimination in employment on the grounds of race, religion, creed, color, national origin, sex, disability, marital status and other non-merit

factors. The undersigned understands and agrees that the contract understanding or agreement to which this assurance relates can be terminated upon a finding by any governmental agency that the undersigned is in violation of applicable discrimination laws and that such finding will also disqualify the undersigned for future contracts with the County. The undersigned certifies to the County of Columbia that there is no pending or outstanding decision, ruling or order against it finding the undersigned in violation of the laws against discrimination.

STATEMENT OF NON-COLLUSION

By submission of this proposal, each Vendor and each person signing on behalf of any Vendor, certifies, and in the case of a joint proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief:

- 1) The prices in this proposal have been arrived at independently without collusion, consultation, communications oral agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Vendor or with any competitor;

- 2) Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the Vendor and will not knowingly be disclosed by the Vendor prior to opening, directly or indirectly, to any other Vendor or to any competitor; and

- 3) No attempt has been made or will be made by the Vendor to induce any other person, partnership or corporation to submit or not to submit a proposal for the purpose of restricting competition.

A bid shall not be considered for award nor shall any award be made where subsections 1, 2, and 3 of this statement have not been complied with. Provided however that if in any case the bidder(s) cannot make the forgoing statement, the bidder shall so state and shall furnish below a signed statement which sets forth in detail the reasons therefore:

[AFFIX ADDENDUM TO THIS PAGE IF SPACE IS REQUIRED FOR STATEMENT]

AGENCY

BY

PRINTED NAME

DATE

The undersigned, being experienced and responsible for the performance of same, agrees to furnish and deliver to Columbia County at the location(s) specified herein, the following described item(s), material(s), or service(s) in accordance with the attached contract documents and bid specifications as are outlined in this RFP

Proposal: OPIOID REGIONAL ABATEMENT PROJECTS

CONTACT PERSON

PERSON, FIRM, OR CORP.

TELEPHONE

ADDRESS

FAX NO.

AUTHORIZED SIGNATURE

EMAIL ADDRESS

ADDENDA PAGE

The bidder acknowledges receipt of the following addenda to the Documents (*provide number and date of each*):

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Failure to acknowledge receipt of all amendments may cause the bid to be considered not responsive, which would require rejection of the bid.

ATTACHMENT A

Expenses	Total
Salaries	\$ -
Fringe	-
Sub-Total salary and fringe	-
OTPS	
Rent	-
Electric	-
Telephone & Internet	-
Training	
Curriculum	
Program Supplies	-
Equipment	-
Miscellaneous	-
Sub-Total OTPS	-
Total Expenses	\$ -