



Training Curriculum

Request for Quote

Release Date: June 15, 2022

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Part I: Introduction

East Cascades Works (EC Works) is a 501(c)3 non-profit organization designated by the Governor of Oregon to convene, oversee, and support the local workforce system. Located in Bend, EC Works serves a ten-county area just east of the Cascades, including: Crook, Deschutes, Gilliam, Hood River, Jefferson, Klamath, Lake, Sherman, Wasco, and Wheeler.

EC Works partners with businesses, government entities and educational institutions to support the talent needs of employers and to align investments in the career goals of individuals, to fuel a thriving economy.

For this opportunity, EC Works is seeking responses from entities that have the capacity and demonstrated ability to build, procure, and disseminate distance and in-person training materials for both continuing education and increasing skills and ability within the behavioral health industry. Entities should also be able to engage with industry leaders on seminal topics for training such as but not limited to Motivational Interviewing, Cognitive Processing therapy, Integrated Behavioral Health, and Acceptance and Commitment Therapy.

Part II: Background & Governance

EC Works' Central Oregon Behavioral Health Consortium (COBHC) represents the collaborative effort of 19 organizations who have agreed to share resources in an executable plan to provide supervision, training, and workforce retention opportunities within our rural, and culturally diverse region. The goal and mission of the COBHC is to recruit, prepare and retain behavioral health practitioners & to provide culturally competent care for our region's children, adolescents, and adults.

Part III: Conflicts of Interest

All prospective applicants for this Request for Quotes (RFQ) are prohibited from contacting the members of the EC Works Board of Directors, the members of the Central Oregon Workforce Consortium (COWC), members of the Central Oregon Behavioral Health Consortium and/or individual EC Works staff regarding this solicitation to avoid actual or perceived conflicts or undue influence over the process. Contact with anyone for the purpose of influencing the outcome of the process will result in the disqualification of the proposer. EC Works has taken

every precaution to ensure the development of this request for quote, its contents and the review process are kept confidential until selections are announced.

Part IV: Scope of Work

The COBHC is seeking entities with demonstrated background in providing educational services to behavioral health professionals for the purpose of increasing skills and ability across the full spectrum of behavioral health treatment service lines.

Our 19 member agencies provide services in the following three areas of mental health service: Primary Care Behavioral Health; Specialty Behavioral Health; and Co-Occurring Behavioral Health. The COBHC is seeking a hybrid model of training, where some training is done in person, and others are done self-paced. Entities will demonstrate a selection of tools they will use that may be developed exclusively for this opportunity, predeveloped and applicable to this opportunity, or purchased/pre-purchased and applicable to this opportunity. Entities selected will be chosen for demonstrating their ability to build or deliver content in all three areas, some or one specific content area, therefore submissions responding to one, some or all of the areas will be reviewed and considered for contracting. Should a response (s) meeting only one or some of the qualifications be selected, it may be required for more than one entity to partner in the delivery of services.

EC Works and the COBHC will not show preference to entities developing or delivering curriculum in one format over another, nor will preference be given for entities able to provide the full suite of curriculum versus one/some.

Entities engaging with COBHC understand the collaborative nature of a consortium, as well as understand that trainings provided have the potential to generate statewide interest for future supervision and training initiatives

Please refer to the COBHC RFQ Presentation found on our website for further detail regarding the Scope of Work.

Part V: Available Funds

The contract period for this award is August 2022, with up to two optional extension years. The anticipated total contract award shall not exceed \$85,000. While it is expected that some cost could be frontloaded in year one and decline in subsequent years, EC Works, the COBHC, and the successful applicant will further negotiate final budgets and corresponding deliverables during the contracting period.

Funding, in whole or in part, for this opportunity is provided through East Cascades Works and is made possible through a grant from the Oregon Health Authority and the Central Oregon Health Council.

EC Works and the successful respondent will further negotiate contract terms, budget, and corresponding deliverables during the contracting period.

Reserved Rights

- This request for quotes does not commit EC Works or the COBHC to award a contract.
- EC Works and the COBHC reserve the right to request additional data or oral discussion or documentation in support of written proposals.
- All solicitations are contingent on availability of funds.
- EC Works and the COBHC may negotiate a modification of services to be delivered with the selected applicant.
- EC Works and the COBHC reserve the right to modify or alter the requirements and standards set forth in this request for proposals based on changes or modifications in program requirements mandated by state or federal agencies.
- The contract award will not be final until the EC Works, the COBHC and the selected applicant have executed a mutually satisfactory contractual agreement.

Part VI: Timeline & General Provisions

A. Timeline*

ITEM	DATE/TIME
<i>RFQ Released</i>	<i>By 11:59pm Pacific on June 15, 2022</i>
<i>Deadline for Submission of Written Questions</i>	<i>By 5:00pm Pacific on June 30, 2022</i>
<i>Deadline for Submission of Full Submission</i>	<i>11:59pm Pacific on July 15, 2022</i>
<i>Provisional Award Notification & Contract Negotiations</i>	<i>On or before 5:00pm Pacific on July 31, 2022</i>

**EC Works and COBHC reserves the right to extend any of the actual or proposed dates in the timeline.*

B. Questions

All questions regarding this request for proposals must be submitted via email to: ECWorks.rfp@ecworks.org. Only questions submitted to this email address before 5:00pm on June 30, 2022, will receive a response. Questions will be responded to within three (3) business days and will be posted, along with the question, in the Request for Proposal page of [EC Works’ website](#), and the [COBHC website](#).

C. Submission

EC Works must receive complete proposals and all related documents via email to ECWorks.rfp@ecworks.org, with the title “Submission COBHC Training Curriculum” by 11:59pm on July 15, 2022. Submissions delivered after the due date will be considered non-responsive.

Submissions should be prepared simply and economically; elaborate or expensive bindings, color displays or promotional materials are not required and will not be reviewed. Submissions

EC Works will send a confirmation acknowledging receipt, within three (3) business days, to the email address provided on the cover page.

D. Withdrawal

A submitted proposal may be withdrawn at any time. A written request to withdraw the response must be submitted electronically to: ECWorks.rfp@ecworks.org.

Part VII: Submission Content

A. Narrative:

Entities should refer to the COBHC RFQ Presentation to guide their response to this request for quotes. Respondents should prepare their response to meet the trainings broken down by behavioral health service lines (integrated, specialty, and co-occurring), in addition to those that are considered seminal and overlapping between all three service lines.

B. Budget:

Entities should submit a detailed budget addressing the costs corresponding to the items outlined in the Narrative, to include but not limited to any licensing and usage fees, staffing, travel, software, hardware, and staffing.

C. Required Attestation

All entities must attest to not being debarred, suspended, proposed for debarment, declared ineligible due to current corrective action implemented by East Cascades Works or any other awarding agency, or due to pending litigation as it relates to questioned cost or the misuse of federal dollars, or is voluntarily excluded from participation in this transaction by any federal department or agency.