

Beaver County Behavioral Health (BCBH) (a unit of the County of Beaver, PA) is charged with the responsibility to encourage a seamless system of care that is accessible, continuously available and emphasizes health promotion, prevention, early intervention, resiliency, recovery and rehabilitation.

- To create opportunities and environments that empower those we serve to succeed in the accomplishment of their goals and reconnect themselves with family, friends and community
- To ensure the availability of a workforce and provider network, sufficient in size and skill, to meet the behavioral health needs of Beaver County residents
- To ensure care that is safe, person-centered, effective, efficient, equitable and timely

Instructions - Please provide responses to each number/bullet point under each of the identified areas, Services Required, Applicant Information, and Reimbursement.

Services Required

BCBH is seeking proposals identifying potential firms capable of providing information technology and quality improvement services to outsourced federal, state and private foundation grants, including:

1. Completing various sections for grant applications and ongoing continuations
2. Developing and maintaining the technology needed to store, retrieve and analyze client specific data, including claims data
3. Developing and maintaining a website that promotes system of care activity.
4. Develop and maintain a data warehouse to promote quality assurance and performance improvement.
5. Completing sections of required reports, including:
 - a. Quarterly reports
 - b. Annual reports
 - c. Carryover requests
 - d. Closeout reports
 - e. Grant extensions
6. Develop reports, as needed, to promote provider self-monitoring and enhancing supervision
7. Coordinate system wide quality improvement activity to assure identified goals and objectives are achieved.
8. Working with program staff and subcontractors to increase their ability to use existing technology.

Applicant Information

In an effort to ensure the organization has the necessary qualifications and to determine the most qualified entity to be considered, please forward the following information:

1. A description of the organization, including its services and its qualifications. Information provided in this section should include:
 - a. The number of staff to serve BCBH, who are knowledgeable of Federal Grants management.
 - b. The number of staff knowledgeable of state and private foundation grants.
 - c. The number of similar engagements performed by the office to serve BCBH.
2. Describe the organizations qualifications, technical knowledge and relevant experience in providing outsourced Federal Grants Management services.
3. Describe the background and experience of the manager and other support personnel who would be assigned to work with BCBH, including professional qualifications, length of time working with the firm and length of time working in non-profit/ governmental services, as well as any other relevant experience and credentials.
4. Describe, in detail, the efforts your organization will undertake to satisfy the services required. Describe any additional services which your firm may offer that will distinguish your organization from other proposers. Provide a description of any value added services that are included within the fee quote.
5. Please provide local not-for-profit/governmental references from clients for whom you provide similar services.
6. Identify any changes made to program activity, data collection, reporting or invoicing that your organization was required to make as the result of an external audit.

Term

Meeting the scoring criteria of this RFQ will place your organization on a Qualified Provider list for five years from the date of notification.

Reimbursement:

Describe your fee structure and how that compares rates for comparable services in the greater Pittsburgh region.

Submission

All proposals must be emailed or delivered no later than XXX. Incomplete or late proposals will be rejected. Return your completed proposal to the attention of Danielle Rombach at Beaver County Behavioral Health, 1040 8th Avenue, Beaver Falls, PA 15010 or hiring.bcbh@gmail.com. If you have any questions, please contact Danielle Rombach at (724) 847-6225.