

McDowell County Schools

P.O. Box 130

334 South Main Street

Marion, NC 28752

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Crystal Hamby, Executive Director of Elementary Education & Federal Programs

10/27/2023

Subject: Request for Proposal (RFP) - K- 12 Educational Day Treatment Program

Dear Provider,

McDowell County Schools seeks proposals from qualified and experienced service providers to establish a K -12 Educational Day Treatment Program designed to provide essential mental health services, behavioral interventions, crisis intervention, group and individual therapy, and family support services. The program is intended to address the needs of students facing emotional and behavioral challenges within McDowell County Schools in Marion, North Carolina.

I. Introduction

A. Background

McDowell County Schools is dedicated to ensuring the well-being and success of all students within our district. We recognize the growing demand for specialized support and intervention for students encountering mental health and behavioral difficulties that may impact their educational and personal growth.

B. Purpose of RFP

This Request for Proposal (RFP) aims to identify a qualified service provider capable of designing, implementing, and managing a K-12 Educational Day Treatment Program within our schools. This program will play a pivotal role in our commitment to meeting the diverse needs of our students and their families.

II. Scope of Work

The selected service provider is expected to deliver the following services as part of the Educational Day Treatment Program. This program will be housed at West Marion Elementary School and a new alternative placement program for middle & high school students (location to be determined).

1. Mental Health Services:

- Comprehensive mental health assessments.
- Individualized treatment planning and therapy services.
- Crisis intervention and management.
- Collaborative engagement with school staff and families to address mental health concerns.

2. Behavioral Interventions:

- Functional behavioral assessments.
- Development and implementation of behavior intervention plans.
- Ongoing monitoring and adjustment of interventions.
- Staff training and consultation on behavior management strategies.

3. Crisis Intervention:

- Immediate response to crisis.
- Safety planning and risk assessment.
- De-escalation techniques and crisis prevention strategies.
- Coordination with emergency services when necessary.

4. Group and Individual Therapy:

- Group therapy sessions addressing relevant topics.
- Individual therapy sessions tailored to students' needs.
- Evidence-based therapeutic approaches.
- Regular progress monitoring and reporting.

5. Family Support Services:

- Family therapy and counseling.
- Parenting skills workshops and education.
- Support in accessing community resources.
- Collaboration with families to foster a supportive home environment.

III. Proposal Submission Guidelines

A. Eligibility Criteria

To be eligible for consideration, prospective service providers must meet the following criteria:

- Proof of relevant experience and qualifications in providing children and adolescents with mental health and educational services.

- Compliance with all state and federal regulations governing the provision of mental health services in an educational setting.

- Adequate liability insurance coverage.

B. Proposal Requirements

All proposals should include the following information:

1. Executive Summary.
2. Organizational Overview.
3. Proposed Program Design and Implementation Plan.
4. Staffing and Qualifications.
5. Budget Proposal.
6. References and Past Performance.
7. Compliance with State and Federal Regulations.

IV. Evaluation and Selection Process

McDowell County Schools will evaluate all proposals based on the following criteria:

- Experience and qualifications.
- Program design and feasibility.
- Staffing and qualifications.
- Budget and cost-effectiveness.
- References and past performance.

V. Timeline

- RFP Release Date: October 27, 2023
- Proposal Submission Deadline: December 31, 2023
- Selection and Notification of Award: March 01, 2024
- Program Implementation Start Date: July 01, 2024 (Starting July 01, 2023, this will allow the provider to begin the implementation process before the first day of school for students in August.)

VI. Contact Information

For inquiries related to this RFP, please contact:

Crystal H. Hamby
Executive Director Elementary Education and Federal Programs
McDowell County Schools
828- 652-4535 Ext. 4104
crystal.hamby@mcdowell.k12.nc.us

VII. Submission Instructions

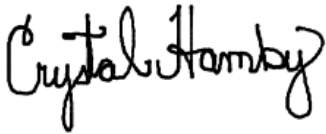
Please submit your proposal by December 31, 2023 in a sealed envelope or electronically to:

Crystal H. Hamby
Executive Director Elementary Education and Federal Programs
McDowell County Schools
334 South Main Street
Marion, North Carolina 28752

VIII. Conclusion

We anticipate receiving your proposal and collaborating effectively to establish a top-tier Educational Day Treatment Program that will benefit the students and families in our community. We appreciate your interest in partnering with McDowell County Schools.

Sincerely,

A handwritten signature in black ink that reads "Crystal Hamby". The signature is written in a cursive style with a large, stylized "C" and "H".

Crystal H. Hamby
Executive Director of Elementary Education and Federal Programs
McDowell County Schools

PROVIDER: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NUMBER: _____

FEDERAL EMPLOYER IDENTIFICATION NUMBER: _____

BY: _____ TITLE: _____ DATE: _____
(Signature)

(Typed or printed name)

ACCEPTANCE OF PROPOSAL

BY: _____ TITLE: _____ DATE: _____

THIS PAGE MUST BE SIGNED AND SUBMITTED TO McDowell COUNTY SCHOOLS, STUDENT SERVICES OFFICES.
Unsigned proposals will not be considered.

The McDowell County Board of Education reserves the right to reject any or all bids
for any or no reason, and to waive informalities.

*It is the School District's policy not to discriminate on the basis of race, color, ethnic origin, sex,
disability or age in its educational programs, activities, or employment policies.*