



Emergency Procurement Request for Proposal

November 8, 2022

Partnership for Strong Families (PSF) is seeking responses to an Emergency Procurement (EP) from established certified case management providers currently in a contractual relationship to provide to provide parent engagement coaching and support for Community Based Care Agencies (CBC) throughout the State of Florida. This document serves as an invitation for your agency to submit a response to PSF's EP for virtual case management services.

The purpose of this EP is to enable PSF to enter into a contract to provide parent engagement coaching and support—with a heavy emphasis on fathers—to families pursuant to §§ 409.988 and 409.986, F.S. The fixed rate, vendor contract awarded related to responses received from this EP, will be for parent engagement coaching and support in PSF catchment area. The awarded contract will be effective November 15, 2022 – June 30, 2023. PSF, at its discretion, will conduct a more extensive Request for Proposal process at a later date, but reserves the right to extend any contract awarded from this EP to continue the relationship with the chosen service provider.

Proposals are to be submitted to Linda Means via email (Linda.Means@pfsf.org) by November 14, 2022, and must outline the provider's plan for meeting the program requirements outlined below. The proposal should demonstrate how the respondent will maintain services and staff related to parent engagement coaching and support services in the PSF catchment area, Circuits 3 & 8. The determination date for this EP has been scheduled for November 15, 2022. The final decision is not necessarily tied to the highest score or lowest cost. Partnership for Strong Families reserves the right to make a determination based on what is in the best interest of the agency.

Emergency Procurement Response Requirements:

Proposals must provide responses to each of the following items providing narrative and as needed, supporting documentation to demonstrate the respondent's capabilities to provide parent engagement coaching and support in the PSF catchment area.

Past Practice and Performance

- Describe your agency's history of providing provide parental engagement coaching and support services in Florida.
- Describe your agency's quality assurance process/program identifying areas of strength and areas in need of improvement. Response must provide examples of actions taken to address areas in need of improvement and lessons learned. Responses must also indicate how services in PSF catchment area will be incorporated into the respondent's existing quality assurance structure, activities and oversight and must describe what new activities and oversight might need to occur as a result of the agency taking on another service area/county.



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Budget:

Provide agency's proposed budget related to providing virtual case management services in the PSF catchment area.

Implementation Plan

Describe how your agency will handle:

- Staff and Management
- Coordination of parent engagement coaching and support with the local CBC
- Engaging parents (particularly fathers) in making behavioral changes necessary to achieve conditions for return