



CONTRA COSTA HEALTH

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cchealth.org

REQUEST FOR QUALIFICATIONS (RFQ) FOR FRIDAY NIGHT LIVE/CLUB LIVE

Release Date: Monday July 31, 2023

Contra Costa Behavioral Health Services (CCBHS) announces a Request for Qualifications (RFQ) to select qualified agencies to implement the Friday Night Live (FNL) and Club Live (CL) programs in Contra Costa County. The successful qualified agency will receive training and technical assistance from the California Friday Night Live Partnership (CFNLP) to plan for the successful and meaningful implementation of the FNL program. The successful qualified agency will agree to work towards achieving Member In Good Standing (MIGS) status through their work in serving FNL Contra Costa youth.

CCBHS intends to award one contract for FY 23-24. The total amount of available funding for the implementation of the FNL/CL program is \$120,000 per year. Funding for the implementation of FNL programs includes a base funding allocation of \$45,000 for FNL Set aside which is administered through the Tulare County Office of Education. In addition, the county has allocated \$75,000 from the Federal Substance Abuse Prevention and Treatment Block Grant (SABG) regular allocation as well as SABG's American Rescue Plan Act (ARPA) to supplement the funding. Continued funding will be available and the contract renewed on an annual basis contingent to program outcomes, performance and funding availability.

ABOUT FRIDAY NIGHT LIVE/CLUB LIVE

Alcohol and Other Drugs Services (AODS) CCBHS is currently seeking qualified agencies that have a track record and experience of providing substance use disorders (SUD) prevention services for youth utilizing a youth development approach. Friday Night Live (FNL) and Club Live (CL) herein after called FNL/CL, is a fundamental and vital component of the Youth, Family and Community SUD continuum of services. and can be implemented throughout the county. FNL/CL programs have demonstrated its success through its ability to focus on a variety of issues of concern to youth.

When youth are actively engaged in positive activities with a purposeful role, research shows they are better protected and more prepared to handle the difficult situations life poses. Youth development is clear: involving young people in every level of the process, valuing and supporting youth, promoting the voice of youth, and engaging youth as partners with adults all have a positive impact on young people.

The FNL/CL program builds partnerships for positive and healthy youth development which engage youth as active leaders and resources in their communities. FNL/CL responds to current research and addresses the unique needs of youth in their communities and local environments.

The FNL/CL system has identified a list of program outcomes that are important, achievable, and measurable. These outcomes include process outcomes, or Standards of Practice, which articulate the types of experiences young people have in FNL/CL programs:

FNL/CL Standard Outcomes

1. A safe environment as measured through the California Healthy Kids Survey (CHKS)
2. Opportunities for community engagement
3. Opportunities for leadership and advocacy
4. Opportunities to build caring and meaningful relationships with peers and adults
5. Opportunities to engage in interesting and relevant skill development activities

A. SCOPE/PURPOSE

Contra Costa's FNL/CL programs aim at preventing substance use and abuse among young people by supporting the development and maintenance of existing and new protective factors and by mitigating risk factors. This approach uses a positive youth development framework through adult-supported, youth-informed activities. The target population is youth between the ages of 11 and 17 (up to age 18). Bidders will implement FNL/CL (high school) and Club Live (middle school) maintained according to CFNLP guidelines and documents.

Programs must use the FNL/CL framework that utilizes a youth development model, delineated through the FNL/CL Standards of Practice. One of the core components of the program is the creation and support of FNL/CL Chapters (recurring groups of youth with at least one committed adult ally). The outreach conducted through these chapters engages youth, adults, and systems in building partnerships that create positive and healthy youth development. Through their participation in these chapters, FNL/CL youth experience purposeful activities and opportunities to build their skills and accomplish a project or task in partnership with their adult allies.

B. FNL/CL SPECIFIC PROGRAM REQUIREMENTS

All FNL/CL programs must adhere to a specific set of standards as outlined through the peer-driven Member In Good Standing (MIGS) process as found in the state-county contract. The requirements are as follows:

- Develop and support FNL/CL chapters.
- Utilize a youth development framework.
- Implement an environmental prevention project that includes three actions in pursuit of a larger goal.
- Demonstrate action(s) that raise the profile of the chapter and/or highlight the efforts of the chapter.
- Implement the FNL/CL Youth Development Survey.
- Participate in monthly regional meetings.
- Attend the FNL/CL Leadership Training Institute, annually.
- Identify one county staff person as the FNL/CL County Coordinator.
- Submit the FNL/CL County Profile by September 30, annually.

- Ensure cultural competency standards are integrated throughout FNL/CL programs.
- Collect data to track and report on service activities, demographics of individuals served, number of participants, and other measures to be determined with the CFNLP.
- Enter data in the DHCS' prevention database system ECCO.

Qualified Agency/Agencies that wish to respond to this RFQ must indicate how they meet the following requirements:

1. Have at least 10 years of experience as a provider of youth development/youth leadership programs.
2. Have experience successfully delivering programs that prevent substance use.
3. Demonstrate strong connection to Local Education Agencies (LEA) Schools in Contra Costa County.
4. Must be prepared to provide data as required by the county for reporting.
5. Must have the accounting infrastructure to support County contractual requirements and billing.
6. Must demonstrate knowledge of and experience providing services to youth at risk of developing SUD.
7. Must demonstrate fair engagement, recruitment, and training experience in geographical priority areas most impacted by health inequities and/or historically marginalized.
8. Must demonstrate ability to retain staff who reflects the cultural diversity of Contra Costa residents.
9. Must be a Non-Profit or Public agency, due to Federal regulations associated with the funding.

PROPOSAL PACKET AND DOCUMENTATION REQUIREMENTS

SUBMISSION OF DOCUMENTS

The documentation listed below is required for submission. The full proposal packet should not exceed 3 pages total.

1. Application Cover Page (Exhibit A) (1 Page)
2. Statement of Qualification (SOQ) Letter –
The County is requesting a Statement of Qualification (SOQ) from agencies that wish to respond to this RFQ. The SOQ must be on agency's letterhead include the following components:
 - Agency's Experience and Capabilities – Agency to provide a summary of the agency's qualifications, experience, and proven record for providing services for most vulnerable youth at risk of developing a SUD.
 - Agency should describe its knowledge of the environmental, social determinants of health and racial health inequities that increase the risks for youth to develop a SUD.
 - Agency should describe its strong connections to Local Education Agencies (LEA).

- Agency should describe its relationship to the local communities and organizations in Contra Costa County, including ability to establish interagency agency agreements and/or Memorandum of Understandings (MOU) with community-based organizations, LEAs and county departments that serve youth.

3. Qualifications Narrative (one single space page)

a) Statement of Purpose

Applicants should provide a statement of purpose and a general program overview. Describe what role FNL/CL Programs would take to address new and emerging substance use issues as they relate to youth development and youth development principles. It is the Applicant’s responsibility to ensure that all qualifying eligibility requirements described above are met.

b) Applicant Experience, Ability, and Plan Program Implementation:

- Describe experience with the implementation of youth development programs.
- Articulate understanding of the needs, issues, and challenges faced by young people in Contra Costa, and experience with addressing them in partnership with youth.
- Describe experience with integrating cultural competency standards into Agency’s existing work.
- Explain the plan to integrate services in partnership with local schools.

c) Planned Staffing and Organizational Capacity

- Describe current and planned organizational infrastructure to successfully implement the proposed FNL/CL program in schools/community.

Instructions for Submittal

1. All proposals must be received electronically by Contra Costa Behavioral Health Services (CCBHS) no later than 5:00 PM PDT on Friday, August 18, 2023. The proposals must be submitted via email to: Christopher.Pedraza@cchealth.org. CCBHS cannot accept late proposals.
2. The County will not pay for any information or administrative costs incurred in responding to this RFQ. Pending the results of this RFQ, the County will negotiate a contract, repost solicitation, or take no further action.
3. To be considered as a Respondent for this RFQ, interested parties must submit the requested documentation above, along with the Respondent’s email address and contact phone number. For email, attachments must be in MS Word, MS Excel, and/or PDF file format.
4. Responses must be received no later than 5:00 p.m. on **August 18, 2023.**
5. Qualifying agencies will be notified by email on Thursday, August 31, 2023.

Please note that responses will not be returned, and late deliveries will NOT be accepted.

AODS will determine next steps based on the results of the respondents to this RFQ. If more than one qualifying applicant is found through the RFQ process, AODS will facilitate a Request for Proposal (RFP) solely for qualifying respondents.

NOTHING IN THIS DOCUMENT SHALL BE CONSTRUED AS OBLIGATING THE COUNTY TO NEGOTIATE A CONTRACT.

All information received in response to this RFQ shall become the property of Contra Costa County. Any information deemed confidential or proprietary by the Respondent must be clearly marked and identified by the Respondent as such and include an explanation of why such information is exempt from disclosure under applicable law. Such clearly marked and identified confidential or proprietary information will be protected and treated with confidentiality only to the extent permitted by law. Information not protected from disclosure by law will be considered a public record.

Qualification packets will be received, maintained, and may be disclosed to the public consistent with the California Public Records Act (CPRA) and the Freedom of Information Act (FOIA). Packets will be exempt from disclosure until the evaluation and selection process has been completed.

Respondents should be aware that CCBHS is required by law to make its records available for public inspection and copying, with certain exceptions. (See California Public Records Act, California Government Code Section 6250 et seq. and the Freedom of Information Act - 5 U.S.C. Sec. 552). CCBHS will not notify Respondent of requests for release of information or that CCBHS released data unless CCBHS receives a request for information previously marked and identified by the Respondent as confidential or proprietary. If CCBHS receives a request for release of such previously marked and identified confidential or proprietary information, CCBHS will notify the Respondent of such request to allow the Respondent to challenge such request consistent with applicable law.

IMPORTANT DATES	
Release Date	Monday July 31, 2023
Proposal Packet Due	Friday, August 18, 2023
Notification to Qualifying Agencies of Next Steps	Thursday, August 31, 2023

The proposals must be submitted via email to: Christopher.Pedraza@cchealth.org

APPLICATION COVER PAGE
(EXHIBIT A)



**Contra Costa County Friday Night Live/Club Live
Substance Use Disorders Primary Prevention Set-Aside
Request for Qualifications Application Cover Page**

Applicant Organization	
Name	
Address	
City	
Zip	
Website	
Contact Information	
Name	
Title	
Phone	
Email	

Contra Costa County Behavioral Health Services Contracts and Grants Unit
ATTN: Christopher Pedraza, Behavioral Health Services
1340 Arnold Drive, Suite 200, Martinez, CA 94553



ADDITIONAL SUD PREVENTION RESOURCES

Friday Night Live

www.fridaynightlive.org

<https://www.dhcs.ca.gov/Documents/CSD-OB/20-21-YD-Survey-Infographic.pdf>

Substance Abuse Block Grant Program Manual

https://www.dhcs.ca.gov/Documents/CSD_YV/SABG/SABG-Policy-Manual-V2-3-25-21.pdf

<https://www.samhsa.gov/grants/block-grants>

Identifying Evidence Best Practices

<http://www.ca-cpi.org/docs/Resources/SAMHSA/Identifying-and-Selecting-Evidence-Based-Interventions.pdf>

Key Findings California Healthy Kids Survey 2019-2021

https://calschls.org/docs/18thbiennialchks_keyfindings_infographic.pdf

Proposition 64

<https://elevateyouthca.org/>

DHCS Behavioral Health Prevention Plan Fact Sheet

https://www.dhcs.ca.gov/Documents/CSD_YV/Operations%20Branch/BHPP-Fact-Sheet-4-1-22.pdf