

STATE OF ALABAMA
DEPARTMENT OF MENTAL HEALTH

RSA UNION BUILDING
100 N. UNION STREET
POST OFFICE BOX 301410
MONTGOMERY, ALABAMA 36130-1410

www.mh.alabama.gov

June 17, 2024

RFP 2025-08

Dear Vendor:

The Alabama Department of Mental Health (ADMH) is soliciting proposals for a **Certified Community Behavioral Health Clinics (CCBHC) Data Platform for Population Health Management**. Request for Proposals (RFP) will be accepted until **2:00 pm on Friday, July 12, 2024**.

The submission of a proposal does not guarantee the award of a contract. Any contract resulting from the proposal is not effective until it has received all required governmental approvals and signatures. In addition, the selected vendor shall not begin performing work under this contract until notified to do so by the departmental contracting agent. **Any contract obtained from this RFP will start October 1.**

When submitting a proposal, please read the entire RFP document and return your proposal in the requested format. All proposals should be submitted in ink or typed and contain an original signature. Submissions should be delivered to:

AL Department of Mental Health
Office of Contracts & Purchasing
100 North Union Street, Suite 570
Montgomery, AL 36104

MAILING NOTE: Proposals may be sent via Regular US Postal Service (USPS) Mail, Express/Overnight USPS Mail, commercial delivery service such as FedEx or UPS, or hand delivered by the closing date and time. Emailed or faxed responses are **not** accepted. Also, please note: All US Postal mail, including express/overnight mail that is dispatched to any State agency is processed thru the State mail facility before it is forwarded to the appropriate State agency, thus delaying its arrival to the department. By using the USPS, you assume the risk of delay that may result in your proposal being received late and therefore being determined to be untimely and will not be reviewed. Postmarks of the date mailed are insufficient; the proposal must **physically** be received at the listed office by the date and time specified regardless of the delivery service used. **All proposals received after the deadline will be deemed untimely and will not be reviewed.**

Sincerely,

Leola Rogers

Leola Rogers
Office of Contracts & Purchasing



Organization: ALABAMA DEPARTMENT OF MENTAL HEALTH (ADMH)

RFP Closing Date & Time: **2:00 pm on Friday, July 12, 2024**
Review the mailing note.

RFP Contact Info: Leola Rogers
ADMH
Office of Contracts & Purchasing
RSA Union Building
100 North Union Street, Suite 570
Montgomery, AL 36104
Telephone Number (334) 353-7440
Email: leola.rogers@mh.alabama.gov

MAILING NOTE:

Proposals may be sent via Regular US Postal Service (USPS) Mail, Express/Overnight USPS Mail, commercial delivery service such as FedEx or UPS, or hand delivered by the closing date and time. Emailed or faxed responses are **not** accepted. Also, please note: All US Postal mail, including express/overnight mail that is dispatched to any State agency is processed thru the State mail facility before it is forwarded to the appropriate State agency, thus delaying its arrival to the department. By using the USPS, you assume the risk of delay that may result in your proposal being received late and therefore being determined to be untimely and will not be reviewed. Postmarks of the date mailed are insufficient; the proposal must **physically** be received at the listed office by the date and time specified regardless of the delivery service used. **All proposals received after the deadline will be deemed untimely and will not be reviewed.**

ADDITIONAL INFORMATION

1. Who **may not** respond to this RFP? Locumtenens, Staffing Agencies, Employees of ADMH, and current State employees.
2. In order to transact business in the State of Alabama all businesses domestic and foreign must be registered with the Alabama Secretary of State Office. (Domestic means within the State of Alabama. Foreign means out-of-state.) Website: www.sos.alabama.gov
3. If contracted with the State of Alabama, all vendors must enroll and actively participate in E-Verify. Website: <https://www.e-verify.gov/>
4. ALL vendor payments are processed thru the State of Alabama Accounting and Resource System (STAARS). All vendors must register with STAARS Vendor Self Service. Website: <https://procurement.staars.alabama.gov/webapp/PRDVSS1X1/AltSelfService>
5. The ADMH reserves the right to reject any and all proposals if RFP instructions are not adhered to, such as: received after deadline (see mailing note), requested # of submissions not received.
6. **Protest** (Effective 10/1/2022): A bona fide prospective bidder or offeror who is aggrieved in connection with the solicitation of a contract may protest to ADMH Director of Purchasing **within 14 days of the date of issuance** of the solicitation or any amendment to it, if the amendment is at issue.

(2)a. Except as provided in paragraph b., a bona fide actual bidder or offeror who is aggrieved in connection with the intended award or award of a contract may protest to ADMH Director of Purchasing **within 14 days of the date the award or notification of intent to award**, whichever is earlier, is posted in accordance with this article.

b. A matter that could have been raised under subdivision (1) as a protest of the solicitation may not be raised as a protest of the award or intended award of a contract.

(3) A protest filed under subdivision (1) or (2) shall be in writing, be filed with ADMH, and set forth the grounds of the protest and the relief requested with enough particularity to give notice of the issues to be decided.

(b) ADMH, or his or her designee, may settle and resolve the protest of a bona fide actual or prospective bidder or offeror concerning the solicitation or award of a contract in accordance with rules adopted under this article.

(c) If the protest is not resolved by mutual agreement **within 10 days after** the protest is filed, ADMH shall commence an administrative review of the protest and issue a decision in writing within 14 days of the review.

(d) A copy of the decision under subsection (c) shall be mailed or otherwise furnished immediately to the protestor and any other party intervening.

(e) A decision under subsection (c) shall be final and conclusive, unless fraudulent, or a party adversely affected by the decision appeals administratively to the Director of Finance in accordance with Section 41-4-164.

(f) In the event of a timely protest under subsection (a) or an appeal under Section 41-4-164, the state may not proceed further with the solicitation or with the award of the contract until five days after notice of the final decision is provided to the protestor, except that solicitation or award of a protested contract is not stayed if ADMH, after consultation with the head of the using agency or the head of a purchasing agency, makes a written determination that the solicitation or award of the contract without further delay is necessary to protect the best interests of the state.

7. **Records Request:** ADMH recognizes and supports the public's right to inspect/request copies of public records in accordance with State law. Many public records and resources are available on the ADMH website: www.mh.alabama.gov for review. Please view the website prior to submitting a request for records as your request may be satisfied by the information contained therein.

RFP Submissions: Three (3)—1 original, 1 copy, and 1 complete copy on a USB flash drive.

Submit RFP Responses To:

AL Department of Mental Health
Office of Contracts & Purchasing
RSA Union Building
100 N. Union Street, Suite 570
Montgomery, AL 36104

The Alabama Department of Mental Health (ADMH) is soliciting proposals for a **Certified Community Behavioral Health Clinics (CCBHC) Data Platform for Population Health Management.**

SECTION I

A. Vendor Qualifications:

1. Must meet State of Alabama vendor requirements. (See Additional Information # 2, 3, and 4).
2. Have proven experience in working with state and or federal government contract fulfillment.
3. Have knowledge and expertise in complex data and population health management repositories.
4. Have proven knowledge and skills in management of complex data systems including analytics, data sourcing, aggregation, as well as compiling reports for national reporting and evaluation.
5. Ability to illustrate culturally and linguistically appropriate sensitivity as it relates to diverse populations.
6. Have some experience working with CCBHCs.

B. Scope of Work:

1. Provide a strategic partnership to enhance care coordination and population health management for the ADMH Certified Community Behavioral Health Clinics.
2. Assist the ADMH in developing and or maintaining a data platform that will function as a bi-directional agnostic data repository that will enable the intake and reporting of source system data. The platform should be able to extract/ingest data feeds from various sources (i.e., EHR data, Medicaid claims data, and other necessary data) for state-led measure reporting for CCBHC.
3. Build and or maintain state identified measure sets to the national and state specifications and monitor those measures for specification updates with a daily refresh of data feeds.
4. Develop and or maintain a care coordination platform allowing for management of a population(s), documentation, alerts, worklists, and risk stratification.
5. Develop and or maintain existing connectivity capabilities that allow for the exchange of clinical information between up to 19 ADMH Certified Mental Health Centers (CMHCs)/CCBHCS and a Health Information Exchange (HIE).
6. Develop and or maintain a messaging system that securely exchanges referrals with external provider organizations, sends and receives clinical data, lab results and treatment plans.
7. Develop and or maintain Key Performance Indicator (KPI) metrics to drive clinical and operational decision making to ensure CCBHC goals are being met.
8. Develop and or maintain on-demand reports through web-based solutions required for SAMHSA's required clinic measures as well as state measures to include the addition of optional state required and/or clinic measures.

9. 8. Provide data sharing opportunities to drive action to improve client outcomes as well as provide a whole-person view of individuals to assist Alabama CCBHCs in treating the whole-person and driving client-based outcomes.
10. Provide automated custom reporting options for population and aggregate levels for the ADMH to report quarterly and at year-end (based on ADMH specifications) for CCBHC measure reporting to SAMHSA and CMS.
11. Develop or maintain custom reporting options on population and aggregate levels to accommodate CCBHC provider staff.
12. Build and maintain a risk stratification model that populates for the CCBHC population (e.g., health risk profile).
13. Develop or maintain a user-friendly interface that compliments the CCBHC staff workflow and has minimal clicks to access various information in the client record.
14. Develop or maintain a custom data dashboard for state official use to easily access CCBHC metrics across all CCBHC providers. Dashboard may include but not be limited to number of Medicaid clients seen to include demographic information, diagnosis, time to serve, number of Veterans and active military served, reduction in hospital and ED utilization, number of Alabamians served by CCBHCs, time to initial appointment, measure of progress and improvement in CCBHC service recipients, etc.).
15. Develop or maintain a CCBHC public facing dashboard that shows the impact of CCBHCs across the state (i.e., Alabama Impact Reporting to include but not be limited to cost savings, CMS Measure Progress, Prevention Screenings, etc.).
16. Accommodate multiple CCBHC providers and develop or maintain set security rules around patient access and end-user permissions.
17. Attend scheduled project check-in meetings to provide status updates related to scope of work.

SECTION II

A. Proposal Content

Instructions must be followed or responses will not be graded.

Each proposal is to contain specific responses to each of the following requests and respondents are encouraged to respond fully to each inquiry, but to be as concise as possible. Submit the response to each item with the item reproduced at the top of the page of the response.

1. Submit a cover letter summarizing your proposal. Limit the cover letter to no more than one page.
2. A Table of Contents of the submitted information.
3. Attach vendor information to include:
 - Include previous experience.
 - Include knowledge of the requested services and/or any special training.

- Include any information pertaining to the respondent’s abilities to provide the scope of work for this RFP.
4. Attach a **detailed** budget (How you will bill for the provided services).
 5. All pages should be numbered consecutively beginning with **number 1** after the cover letter.
 6. Submit Three (3)—1 original, 1 copy, and 1 complete copy on a USB flash drive of your entire proposal. **Note: Make sure at least one copy is single-sided.**
 7. Clearly print on the outside of the envelope **RFP 2025-08 CCBHC Platform.**

Your entire proposal must be received at the following address no later than **2:00 pm on Friday, July 12, 2024. Please review the mailing note.**

Submit RFP Responses To:

AL Department of Mental Health
 Office of Contracts & Purchasing
 RSA Union Building
 100 N. Union Street, Suite 570
 Montgomery, AL 36104

The Department of Mental Health assumes no responsibility for expenses incurred in the preparation of the proposal and reserves the right to reject any and all proposals. Additionally, ADMH reserves the right to waive irregularities in any proposals and request clarification of any information and negotiate with the firm and/or individual submitting the best proposal to secure more favorable conditions.

B. Evaluation Process

ADMH will examine each proposal submitted and may elect to conduct interviews with finalists. The department expects a final selection on or before August 1, 2024.

C. Selection Criteria

Selection shall be based on factors to be developed by the procuring state entity, which may include among others, the following:

1. Specialized expertise, capabilities, and technical competence, as demonstrated by the proposed approach and methodology to meet project requirements.
2. Resources available to perform the work, including any specialized services within the specified time limits for the project.
3. Record of past performance, quality of work, ability to meet schedules, cost control and contract administration.
4. Availability to and familiarity with the project locale.
5. Proposed project management techniques.
6. Ability and proven history in handling special project contracts.

D. Evaluation Criteria

Proposals will be evaluated based on their responsiveness to the items contained in the content section of this Request for Proposal. It is expected that the review committee will rate responses according to the following ways:

STATEMENT OF WORK	Page Limit	Total Points Available
<p>A. Cover Page</p> <ul style="list-style-type: none"> • Vendor’s legal name (Must match IRS) • Address • Telephone • Contact person, and a signature 	1 page	5 Points
<p>B. Expertise and Knowledge (Expertise in complex data systems to include CCBHC population health data management; must be able to develop and or maintain a bi-directional agnostic data repository; show proven expertise in data analysis and report generation, risk stratification, and be able to produce reports at scheduled intervals.)</p>	10 pages max	40 Points
<p>C. Qualifications, Experience, Prior Work (Successful experience supporting state systems serving people with mental health and substance use diagnoses; must be able to illustrate cultural and linguistically appropriate sensitivity to diverse population; have demonstrated experience working with states on CCBHC data metrics and population management; have proven abilities in data sourcing and aggregation).</p>	5 pages max	40 Points
<p>D. Budget</p>	NA	15 Points

**SECTION III
SCHEDULE OF EVENTS**

RFP 2025-08 CCBHC Data Platform

The following RFP Schedule of Events represents the ADMH’s best estimate of the schedule that shall be followed. Except for the deadlines associated with the vendor question and answer periods and the proposal due date, the other dates provided in the schedule are estimates. ADMH reserves the right, at its sole discretion, to adjust this schedule as it deems necessary. Notification of any adjustment to the Schedule of Events shall be posted on the RFP website at www.mh.alabama.gov for review.

Please note the date for submitting any questions. ADMH will not accept any questions after this date. All times are in Central Time.

Date	Event	Notification
June 17, 2024	RFP Release	USPS, ADMH Website, and STAARs website
June 21, 2024 by 12:00 pm	Deadline for RFP questions. Submit in Word—No tables	Email to leola.rogers@mh.alabama.gov
June 25, 2024	RFP Q&A to be posted for review	ADMH website www.mh.alabama.gov
July 12, 2024 2:00 pm	RFP Submissions: Three (3)— 1 original, 1 copy, and 1 complete copy on a USB flash drive.	USPS or FedEx or UPS <i>(Review mailing note)</i>
July 12, 2024 2:00 pm	RFP Closing Date	USPS or FedEx or UPS <i>(Review mailing note)</i>
August 1, 2024 Approximately	Notification of selection status	USPS (In writing)
The RFP is posted on ADMH website at www.mh.alabama.gov for review.		
Submit RFP Responses To: AL Department of Mental Health Office of Contracts & Purchasing RSA Union Building 100 N. Union St., Suite 570 Montgomery, AL 36104		