

Umatilla County, Oregon
216 S.E. Fourth Street
Pendleton, OR 97801

REQUEST FOR PROPOSALS Detoxification Services

Issuing office, point of contact for information and office where copies of this Request for Proposals (RFP) may be obtained:

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PART I – DESCRIPTION OF SERVICES

Umatilla County is requesting Proposals from qualified organizations to provide detoxification center as defined by ORS 430.306 and Detoxification for Individuals in Umatilla County with Substance Use Disorders under OAR 415-050-0000 through 415-050-0095. One entity is being sought to provide all services. Supportive pharmacotherapy may be provided to manage the symptoms and adverse consequences of withdrawal, based on a systematic assessment of symptoms and risk of serious adverse consequences related to the withdrawal process.

Prospective individuals may have criminal justice involvement and/or problems securing housing. These services are appropriate for assessed individuals who do not require a higher level of care. Primary emphasis is ensuring the individual is medically stable (including the initiation and tapering of medications used for the treatment of substance use withdrawal); assessing for adequate biopsychosocial stability, quickly intervening to establish this adequately; and facilitating effective linkage to and engagement in other appropriate outpatient services. The services shall be provided to individuals who are not eligible for the Oregon Help Plan or who otherwise do not have a benefit that covers the services. The provider will not refuse services for any clients from any region in Oregon based on the client's ability to pay for those services.

Diagnosis of co-occurring substance-related disorders and mental conditions is difficult during acute intoxication and withdrawal because it often is impossible to be precise until a full assessment of both the effects of substance use and of the symptoms of mental disorders has been completed. As the individual moves from severe to moderate withdrawal symptoms, attention to differential diagnosis of substance use disorders and other psychiatric disorders becomes a priority (First et al. 2002). The American Psychiatric Association (APA) and the American Society of Addiction Medicine (ASAM) guidelines recommend a period of 2 to 4 weeks of abstinence before attempting to diagnose a psychiatric disorder (APA 2000; ASAM 2001). (Detoxification and Substance Abuse Treatment, A Treatment Improvement Protocol TIP 45).

The provider shall work to positively affect the lives of individuals receiving services as well as the communities in which they are located by reducing visits to hospital Emergency Departments, lightening the load on the criminal justice system, and by positively impacting the "revolving door" of health care services that are so costly to maintain.

The provider will provide medically monitored detoxification services for individuals with substance use disorders. Safe and effective stabilization methods help support lasting sobriety. Detox facility provides inpatient treatment 24/7, for qualified medically cleared individuals.

Umatilla County receives funding from the Oregon Health Authority (OHA) in a grant contract. Umatilla County has the flexibility to allocate A&D 66 Funding to meet

community needs and statutory requirements. The contract historically is for the period from July 1 through June 30. The county expects to subcontract with the provider for these services. The revenues allocated for these services shall be granted contingent on the availability of funds. For the period January 1, 2024 to December 31, 2025 (six months), the State allocated SE 66 funding in the amount of \$252,500.55. This amount is subject to change. The programs funded through this RFP process are contingent on an approved budget by the Oregon State Legislature and a fully executed Intergovernmental Agreement between the OHA and Umatilla County for the period beyond December 31, 2025. All provider agreements shall be reviewed annually based on fund availability, continued need for the service, priority need as established by Umatilla County, performance and evaluation reviews, and contract compliance. There may be carry over funds to pay for start-up costs.

Umatilla County requires the provider to submit and present a quarterly report before the Board of Commissioners. The required content for the quarterly report will be developed by Umatilla County through consultation with the provider. A Umatilla County representative will be allowed to attend, for informational purposes, regular meetings of provider's governing board.

Any public or private agency, organization or individual with service providers who hold or are able to obtain all licenses, certificates, authorizations, and other approvals required by law to deliver services are eligible to submit a proposal. All entities submitting Proposals are referred to as Proposers in this RFP; after execution of the Contract, the awarded Proposer will be designated as Contractor.

1. General Information

To be considered an eligible response two paper copies of the proposal must be submitted by mail or courier no later than 4:00 p.m., on December 7, 2025, to Room 121, Umatilla County Courthouse, 216 S.E. Fourth Street, Pendleton, OR, 97801. Proposals received electronically or by facsimile are not acceptable.

All proposals received will be evaluated by a committee appointed by the Board of Commissioners. The evaluation committee will make a recommendation as to which firm should be selected. After receipt of the selection committee recommendation, the Board of Commissioners will make its decision.

2. Schedule of Activities

RFP Issued: November 10, 2025

Proposal Submission Deadline: Proposals must be received in Room 121 of the Umatilla County Courthouse by 3:00 p.m. on December 7, 2025.

Public Bid Opening: December 7, 2025, at 3:00 p.m.

Optional On-Site Presentation: To Be Determined: One or more organizations may be asked to make an in person presentation about their firm's qualifications to the Board of Commissioners.

Proposals received after the date and hour specified above will not be accepted under any circumstances and will be returned to the Proposer unopened. Proposals must be submitted by mail or in person, proposals submitted electronically or by facsimile transmission will not be accepted.

3. Incurred Cost

Umatilla County will not be responsible for any cost incurred by prospective firms in preparing or submitting their proposals.

4. Evaluation Criteria

Awarding of a contract will be based upon a qualifications-based selection procedure. The following evaluation criteria will be used to evaluate proposals:

Evaluation Criteria	Possible Points
All required components are present in the proposal	Pass/Fail
Qualifications of the Proposer relative to the requirements outlined in the RFP and examples of relevant experience with delivering required services	40
Approach to delivering required services	20
Proposal to provide innovative and/or value-added services	10
Evidence of financial and administrative stability	10
Any plan for transition of program	5
Plan for delivering services that offer quality and value to the County	15

5. Instructions to Proposers

- General.** Submit your proposal in a sealed envelope clearly marked on the envelope "Proposal for Detoxification Services." Respondents must submit a complete and concise response to this RFP. Proposals must include a statement as to the period of time the proposal remains valid. All proposals received in response to this RFP will be retained by Umatilla County. Proposals should provide complete details concerning the Proposer's ability to meet the requirements of this RFP. Umatilla County reserves the right to waive informalities and minor irregularities in proposals, to reject any and all proposals, and to select the most responsive proposal that best meets the needs of the citizens of Umatilla County.
- Proposals.** All proposals shall be typed and comply in every manner with the

requirements of this solicitation. If the proposal is made by a firm or partnership, the name and address of the firm or partnership shall be shown, together with the names and addresses of the members. Proposals must contain the name, title, address, and telephone number of an individual or individuals with authority to bind the Proposer(s) during the period of validity of the proposal. Advertising brochures and generic specifications that are included with a proposal will not be an alternative to specific response to the RFP requirements.

3. **Withdrawal of Proposals.** Proposals may be withdrawn, by written or telegraphic request received from the Proposer, prior to the time fixed for opening. Negligence on the part of the Proposer in preparing the proposal confers no right for the withdrawal of the proposal after it has been opened. The proposal will be irrevocable until such time as Umatilla County:

- a. Specifically rejects the proposal or
- b. Awards a contract and said contract is properly executed.

Proposals must be valid for at least one-hundred-twenty (120) days. The Proposer agrees to furnish the services as specified to Umatilla County at the prices and with the warranties/guarantees represented for that period.

4. **Modifications.** Any Proposer may modify their proposal by sealed written registered communication at any time prior to the scheduled closing time for receipt of proposals, provided such communication is received prior to the closing time.
5. **Acceptance or Rejection of Proposals.** Umatilla County will accept the proposal which, in its estimation, will best serve the interests of Umatilla County, and reserves the right to award a contract that shall be best for the public good. Umatilla County reserves the right to accept or reject any or all proposals received as the result of this RFP, to negotiate with all qualified sources, and/or cancel all or part of this RFP at any time. Until such time as a contract is executed with the successful bidder, Umatilla County may cancel all or any part of this RFP. This RFP does not commit Umatilla County to pay any costs incurred in the preparation and submission of proposals. Without limiting the generality of the foregoing, any proposal which is late, incomplete, obscure, or irregular may be rejected; any proposal having erasures or corrections in the proposal may be rejected; any proposal accompanied with an insufficient or irregular proposal guarantee may be rejected. Any evidence of collusion between Proposers may constitute a cause for rejection of any proposals so affected.
6. **Interpretations.** No oral interpretations shall be made to any Proposer as to the meaning of any of the proposal documents. Every request for an interpretation shall be made in writing and addressed to the County Counsel. Any and all such interpretations and addenda will be sent to all prospective Proposers. Failure of

any Proposer to receive any such addendum or interpretation shall not relieve such Proposer from any obligation under its proposal as submitted. All addenda so issued shall become as much a part of this request for proposal document as if bound herein.

7. **Nondiscrimination.** The successful Proposer agrees that in performing the work called for by this proposal and in securing and supplying materials, Proposer will not discriminate against any person on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental handicap, national origin, or ancestry unless the reasonable demands of employment are such that they cannot be met by a person with a particular physical or mental handicap.
8. **Failure to Submit Offer.** If no offer is to be submitted, do not return the RFP. Failure of the recipient to offer, or to notify the issuing office that future solicitations are desired, will not result in removal of the name of such recipient from the mailing list for the type of services covered by this solicitation.
9. **Preparation of Proposals.** Proposers are expected to examine the specifications, schedule, and all instructions.

The selected proposal shall be incorporated by reference, with modification as agreed to by Umatilla County, into the final contract and shall be binding upon the successful bidder.

Proposers further agree to the following:

- a. To examine all specifications and conditions thoroughly.
- b. To comply with all Federal, State, and County laws, ordinances, and rules.
- c. To the extent allowed by law, to accept any claims, liens, and demands, and to indemnify and hold harmless Umatilla County.

6. Protests

Any protests under this RFP shall follow the protest procedures set forth in OAR Division 137-48.

7. Oregon Public Contracts

All contracts with Umatilla County are governed by Oregon public contract and purchasing law as specified in Oregon Revised Statutes Chapter 279C for Related Services.

PART II - PROGRAM INFORMATION

8. Scope of Work/Services

This section outlines the role of the Contractor, the County and other stakeholders in delivering on Umatilla County's goals for the contracted detoxification services and outlines the various activities and services the Contractor is expected to provide.

Services must comply with requirements for SE 66 services as set out in attached provision from the Contract with the State of Oregon.

The Contractor will manage and run the Detoxification Program in compliance with the Oregon Administrative Rules for alcohol detoxification center, including, but not limited to OAR Chapter 415 Division 50.

9. Contractor Description/Objectives

Umatilla County is seeking a Contractor who is innovative and capable of ensuring high quality services and who can demonstrate the ability to meet specific licensure requirements necessary for compliance with delivery of required services. A single entity is sought that provide all of the requested services.

Minimum Qualifications:

The following are requirements for the Contractor. The respondent may demonstrate current ability to meet these requirements. If an awarded Contractor cannot meet these requirements, the County has the right to award a new Contractor:

1. The Contractor must be a current provider of substance use services in the State of Oregon or in another State.
2. The Contractor must be able to comply with relevant state statutes and applicable administrative rules.
3. Specifically, the Contractor must be able to obtain and to maintain any licensing requirement of the State of Oregon for a alcohol and other drug detoxification service, as well as any other licensing necessary and required for the Detoxification Program.
4. The Contractor must be contracted and credentialed with or hold the capacity to become contracted and credentialed with the primary commercial insurance companies in the State of Oregon.

10. Required Services

The Contractor shall provide services as required by applicable Oregon Revised Statutes and Oregon Administrative Rules and as set out in this RFP. The Provider will be required to fulfill all requirements and meet service elements of SE 66 of the current

Intergovernmental Contract for the Financing of Community Addictions and Mental Health Services between Umatilla County and the OHA, as well as future contracts beyond December 31, 2025. As part of the services, the Contractor will enroll all individuals receiving services with funds provided under this subcontract and maintain the individual's information in the Measures and Outcome Tracking System (MOTS)

11. Program Performance Requirements

Program performance and client service outcomes will be monitored. All programs will be required to maintain any service standards set by OHA . If the program's service performance falls below that standard for a three-month period, a corrective action plan will be instituted. If the performance standard does not improve to meet the state standard within three months following institution of the corrective action plan, the number of individuals and funding may be reduced and/or terminated.

Contract reporting requirements include program reporting requirements, an agency annual audit, quarterly management reports consisting of board of director's meeting minutes (where applicable) and financial, utilization, and performance reports as well as any other incidental reports as requested by County.

Funding

Funding for the services is paid through the Intergovernmental Agreement with the Oregon Health Authority. The current contract is for the period from July 1, 2025 through December 31, 2025. The revenues allocated for these services shall be granted contingent on the availability of funds. The programs funded through this RFP(RFP) process are contingent on an approved budget by the Oregon State Legislature and a fully executed Intergovernmental Agreement between the (OHA) and Umatilla County. Anticipated funding is based upon a projection of revenue received from the state and federal governments. Changes in funding received from the federal and state government may change the total funds dedicated to this service. The contract period will be January 1, 2026 through June 30, 2027. It is anticipated that these revenue sources will continue at the current level to support these services.

Quality Performance Management and Accountability

County is interested in establishing a quality and performance data set and process to drive, monitor, and evaluate positive outcomes for persons receiving behavioral health services under the provisions of this contract. The Contractor selected will be required to systematically report on established performance measures to the County. The County will work with the Contractor to establish a collaborative data development process, in which the Contractor will play a prominent role, based on consensus agreement on and documentation of, specific uses for sharing data, identifying the minimum types and amounts of data needed to achieve the established purpose,

providing ongoing opportunities to inform individuals and the public about how their data are being used, and building privacy, security, and civil liberty protections into the design of the data sharing systems.

The Contractor will provide input into development of the framework for ongoing data collection to support clear actionable milestones, data-sharing, and data-driven process improvement. This data and performance evaluation process is critical to support the County's responsibility to community members to provide validated data to prove the efficacy and impact of the community's investment in the County's behavioral health services. The County will audit and ensure quality and accountability of the Contractor.

Reporting Requirements

The Contractor will need to prepare and submit all reports required by the State funding, including written annual summary reports on the delivery of A&D 66 Services and provide copy to the County.

PART III - GENERAL INSTRUCTIONS

- A. All responses to the RFP must include all items requested. Proposals which are incomplete or fail to include all items will be rejected.
- B. Response should follow the sequence of questions or documentation requested in all sections of the Request for Proposals.
- C. Responders may comment on or object to any of the specifications of the RFP which they believe limit competition as outlined in the Protests section of this RFP.
- D. All protests of award must be filed within seven (7) calendar days after notice of the decision was mailed pursuant to OAR 137-047-0740.

PART IV – PROPOSAL CONTENT

REQUIRED DOCUMENTATION

1. (5 pages) Describe your agency's experience in:
 - a. Providing detoxification services,
 - b. Meeting State OAR requirements. State the types of service treatment licenses held and the status and history of each.
 - c. Providing services in rural areas.
2. (5 pages) Provide an overview of your proposed services, including capacity for number served and areas of particular expertise. The overview must include:
 - a. The treatment philosophy, program model, and the theoretical framework(s) that serves as the basis for your treatment approach(es).
 - b. Any evidence-based practices and/or evidence of the effectiveness of the proposed treatment model(s) and standardized practices you will be using for the population(s) you will be serving.
 - c. If there are treatment models or practices that you are not currently using but plan to put in place within the next two years, indicate your plan for implementing these changes.
3. (1 page). Submit the findings of the last three fiscal audits of your agency (will not count toward page total). Please ensure that the date of the audits is clearly indicated. If your organization has not completed three fiscal audits, please provide available audits, available internal financial reports, and the name of your auditing firm.
4. (3 pages) Describe how your organization meets the staffing requirements to ensure compliance with relevant ORS and OARs for those providing services directly to the client as well as staff not involved with direct client services. Provide resume or curriculum vitae for leadership team (will not count toward page total) If you are planning to hire staff upon award of contract, describe how you will be able to meet the contract requirements from the contract start date.

PART V - PROPOSER'S STATEMENTS AND CERTIFICATIONS

Proposer's Name: _____

RFP Title: _____

PROPOSER'S STATEMENTS

Proposer offers to provide the required services in accordance with the requirements of the RFP(RFP) stated above and the enclosed proposal. The undersigned Proposer declares that the Proposer has carefully examined the above-named Request for Proposals, and that, if this proposal is accepted, Proposer will execute a contract with the County to furnish the services of the proposal submitted with this form. Proposer attests that the information provided is true and accurate to the best of the personal knowledge of the person signing this proposal, and that the person signing has the authority to represent the individual or organization in whose name this proposal is submitted.

By execution of this Form, the undersigned Proposer accepts all terms and conditions of this RFP except as modified in writing in its proposal. Proposer agrees that the offer made in this proposal will remain irrevocable for a period of sixty (60) days from the date proposals are due.

By execution of this Form, the undersigned Proposer acknowledges that its entire proposal is subject to Oregon Public Records Law (ORS 192.410–192.505), and may be disclosed in its entirety to any person or organization making a records request, except for such information as may be exempt from disclosure under the law. Proposer agrees that all information included in this proposal that is claimed to be exempt from disclosure has been clearly identified either in the Proposer's Statement, or in an itemization attached hereto. Proposer further acknowledges its responsibility to defend and indemnify the County for any costs associated with establishing a claimed exemption.

ADDENDA

Proposer has received and considered, in the enclosed proposal, the terms of the following addenda, if any:

CERTIFICATIONS

By signing this Proposer's Certification form, Proposer certifies that:

1. Proposer is ☐ is not ☐ (check one) a resident bidder, as defined in ORS 279A.120.
2. Proposer has not discriminated and will not discriminate against a subcontractor in awarding a subcontract because the subcontractor is a minority, women, or emerging small business enterprises certified under ORS 200.055 or a business enterprise that is owned or controlled by or that employs a disabled veteran, as defined in ORS 408.225.

3. This proposal is made without connection or agreement with any individual, firm, partnership, corporation, or other entity making a proposal for the same services, and is in all respects fair and free from collusion or collaboration with any other Proposer.
4. Proposer has, to the best of Proposer's knowledge, complied with Oregon tax laws in the period prior to the submission of this proposal, including:
 - a. All tax laws of the State of Oregon, including but not limited to ORS 305.620 and ORS chapters 316, 317, and 318,
 - b. Any tax provisions imposed by a political subdivision of this state that applied to Proposer or its property, goods, services, operations, receipts, income, performance of or compensation for any work performed, and
 - c. Any rules, regulations, charter provisions, or ordinances that implemented or enforced any of the foregoing tax laws or provisions.

The undersigned, by signature here, acknowledges, accepts, and certifies to the Proposer's Statements and Certifications as stated above.

PROPOSER

_____ Authorized signature	_____ Proposer's legal name
_____ Name of authorized signer	_____ Address
_____ Title	_____
_____ Date	_____ Federal Tax ID Number