

**ATTACHMENT 14
TECHNICAL PROPOSAL**

Instructions: Please complete all sections of this template.

Prospective Bidder's Basic Information	
Prospective Bidder's Name: (As shown on most recent W-9)	
Telephone Number:	
Email Address:	

Questionnaire

Instructions: Project Narrative – describes how you will provide the services requested in this RFP and includes the criteria listed below. Application will be reviewed and scored based on your response to the requirements below. Only information included in the appropriate numbered questions will be considered by proposal evaluators. The proposals will be scored based on how well the bidders address each section in their project narrative. Each section below has a potential number of points. Please consider the weight of each section when responding to each section.

I. Previous experience providing similar services (15 points)

- a. In this section, please explain any other work that your Community-Based Organization has done that is similar to what is being requested in this RFP.

- b. Discuss your experience with the Alameda County collaborative treatment courts and providing services to individuals with substance use disorder and mental health needs.
- c. Discuss your organization's knowledge of substance use disorder and mental health treatment options in Alameda and neighboring counties.

II. Capacity (20 Points)

- a. In this section, please talk about your organization's ability to take on an additional employee and contractor.
- b. Please explain how you will partner with the Court to identify and select these individuals.

- c. Provide information on the invoicing and billing departments at your organization and how they will support these efforts.

- d. The Court will reimburse the Contractor based on the submission of monthly invoices. Please confirm that your organization is able to pay salary and fringe benefits and invoices for the case manager and evaluator while waiting to be reimbursed for invoices.

III. Timeline (20 Points)

- a. The Reentry Court currently has clients that need case management services. Please provide a timeline detailing how long you believe it will take to begin providing case management and evaluation services to the Court.

- b. Explain your organization's hiring process including any screening, background, or job history checks.
- c. Explain your organization's process for contracting with evaluators.
- d. Provide any information on anticipated delays or potential obstacles to providing the services requested in this RFP in a timely manner.