

**State of Maine
Master Score Sheet**

RFA# 202404086			
Assertive Community Treatment Expansion Funding			
Applicant Name:		Spurwink Services, Incorporated, Bridgton Application	Spurwink Services, Incorporated, Lewiston Application
Scoring Sections	Points Available		
Part I: Eligibility	Pass/Fail	Pass	Pass
Part II: Priority Geographical Location			
a. Outside a 30 mile radius	<i>10.00</i>	<i>10.00</i>	<i>0.00</i>
b. Rural city/town	<i>10.00</i>	<i>10.00</i>	<i>10.00</i>
c. Within a priority county	<i>10.00</i>	<i>10.00</i>	<i>0.00</i>
Part II Total	30.00	30.00	10.00
Part III: Experience and Capacity	15.00	15.00	15.00
Part IV: Proposed ACT Services	30.00	30.00	30.00
Part V: Proposed Budget	25.00	25.00	25.00
TOTAL	<u>100.00</u>	<u>100.00</u>	<u>80.00</u>

Janet T. Mills
Governor

Sara Gagné-Holmes
Acting Commissioner



Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Jul-09-2024

Via Electronic Mail: ggallucci@spurwink.org

Spurwink Services, Incorporated
Gabrielle Gallucci, Director of Business Development
901 Washington Avenue, Suite 100
Portland, ME 04103

SUBJECT: Notice of Conditional Contract Award under RFA #202404086 Assertive Community Treatment Expansion Funding

Dear Gabrielle Gallucci,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Health and Human Services, Office of Behavioral Health. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract award to:

- Spurwink Services, Incorporated- Bridgton Application
- Spurwink Services, Incorporated- Lewiston Application

The Department will be contacting Spurwink Services, Incorporated soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and Spurwink Services, Incorporated. Spurwink Services, Incorporated, shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFA, following announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) ([1 M.R.S. § 401](#) et seq.).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract.

Any person aggrieved by the award decision that results from the RFA may appeal the decision to the Director of the Bureau of General Services in the manner prescribed in [5 M.R.S.A. § 1825-E](#) and [18-554 Code of Maine Rules Chapter 120](#). The appeal must be in writing and filed with the Director of the Bureau of General Services, 9 State House Station, Augusta, Maine, 04333-0009 within 15 calendar days of receipt of notification of conditional contract award.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:

EFD18D286BE941B...
Adrienne Leahey
Chief Operating Officer
Office of Behavioral Health

DocuSigned by:

5DC6307B8558482...
Debra Downer
Deputy Director for Competitive Procurement
Division of Contract Management

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT: Spurwink Services, Incorporated, Bridgton Application

DATE: June 26, 2024

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Adrienne Leahey, Anna Ko, Debra Poulin, Patrick Bouchard, and Selina McGlaufflin

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Geographical Location		
a. Outside a 30 mile radius	<i>10.00</i>	<i>10.00</i>
b. Rural city/town	<i>10.00</i>	<i>10.00</i>
c. Within a priority county	<i>10.00</i>	<i>10.00</i>
Part II Total	30.00	30.00
Part III. Experience and Capacity	15.00	15.00
Part IV. Proposed ACT Services	30.00	30.00
Part V. Proposed Budget	25.00	25.00
<u>Total Points</u>	<u>100.00</u>	<u>100.00</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT: Spurwink Services, Incorporated, Bridgton Application

DATE: June 26, 2024

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Did not provide evidence of a current MaineCare Provider Agreement. However, the MaineCare Health PAS Online Portal Provider Directory verifies Spurwink holds a valid MaineCare Provider Agreement• Provided evidence of a valid Behavioral Health Services license to provide ACT (MHA229881), which was verified on the DLC website |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT: Spurwink Services, Incorporated, Bridgton Application

DATE: June 26, 2024

**EVALUATION OF PART II
Priority Geographical Location**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Geographical Location		
a. Outside a 30 mile radius	10.00	10.00
b. Rural city/town	10.00	10.00
c. Within a priority county	10.00	10.00
Part II Total	30.00	30.00

Evaluation Team Comments:

Part II. Priority Geographical Location
<ul style="list-style-type: none"> • Currently no services provided within a 30 mile radius • Majority of towns/cities to be served will be rural • Service delivery will be located in Oxford County with the main office in Northern Cumberland • Provided other data related to the need for ACT services in Northern Cumberland County and Oxford County, including that portions of their service are considered as “Mental Health Shortage Areas”, per HRSA designation

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT: Spurwink Services, Incorporated, Bridgton Application

DATE: June 26, 2024

**EVALUATION OF PART III
Experience and Capacity**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Experience and Capacity	15.00	15.00

Evaluation Team Comments:

Part III. Experience and Capacity
<ul style="list-style-type: none"> Maine-based non-profit agency with 64 years of experience providing behavioral health care, SUD services, and support services. Currently have 2 ACT teams in Cumberland County which provides services in some areas of York County, as well as 1 ACT team in Androscoggin County Stated that in Nov-Dec 2023, Case Western Reserve University conducted a fidelity review of ACT teams for the State, and Spurwink received an overall fidelity rating of 4.1 out of 5. Used the result for continuous quality improvement Have receive feedback related to fidelity and continues to work to improve services based on the feedback Have an established leadership structure to implement a new ACT team Demonstrate the capacity, expertise, including previous experience which will benefit the proposed ACT services 16 years of providing ACT services in Cumberland County and York County (Biddeford and Saco area); and TCMH' 16 years of providing ACT services in the Lewiston/Auburn area.
LITIGATION
<ul style="list-style-type: none"> Provided, the team has no concerns at this time.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT: Spurwink Services, Incorporated, Bridgton Application

DATE: June 26, 2024

**EVALUATION OF PART IV
Proposed ACT Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Proposed ACT Services	30.00	30.00

Evaluation Team Comments:

PART IV – Proposed ACT Services
A. Assertive Community Treatment Expansion
<ul style="list-style-type: none"> • Will provide services in Bridgton including surrounding towns and cities which include Oxford County. • Provided data specific to the location to be served.
B. Project Workplan
<ul style="list-style-type: none"> • Provided a project work plan with estimated timeline • Demonstrated an awareness of the community and potential partners • Did not acknowledge providing a final workplan to the Department within ten (10) business days of the start of the contract period
C. Operational Requirements
<ul style="list-style-type: none"> • Will staff the new ACT program to meet the DACTS fidelity scale requirements • Demonstrated an understanding on Section 17 of the MaineCare policy • Have maintained a 76% retention rate “per fidelity standards” in their ACT teams in their past two years. • Staff receive regular supervision at the required frequency based on their role, with additional supervision available upon request • Headquarters is located at 901 Washington Ave in Portland and that the proposed new ACT team will be based out of their offices at 32 N High Street, Bridgton, ME. • Office will be open during “traditional business hours”; however, ACT services will follow the 24/7 model, with staff flexing as needed in order to meet client needs and provide response to crisis. • Will follow fidelity standards, by maintaining the standard of 88% of face-to-face contacts taking place in the clients’ residing community. • Will be open for referrals on an anticipated timeline of 6 months following award.
D. Programmatic Requirements
<ul style="list-style-type: none"> • Demonstrated an understanding of ACT services • ACT team will provide care according to MaineCare Section 17 regulations, and the DACTS.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT: Spurwink Services, Incorporated, Bridgton Application

DATE: June 26, 2024

- Will implement quarterly internal reviews utilizing the DACTS scale and adjust their practice according to ratings; with performance plans made for areas with lower fidelity scores and they will work on ways to sustain the positive scores
- Will establish partnerships with community resources and corrections
- Engagement strategies will include home and community visits; “checking at local encampments and hotspots where individuals frequent”; coordination with community providers and pharmacies; and communicating with other team members and collateral contacts.
- Inclusion of Harm Reduction and Medication Assisted Treatment (MAT) treatment methods
- Will integrate Tri-County Mental Health’s partnership with Bridgton Hospital, Central Maine Health Center, and other community partners.
- Will provide a full continuum of care via Spurwink teams, as available, including: Behavioral Health Home Case Management; Medication Management; Medication Assisted Treatment; SUD and Co-occurring Treatment and counseling; and outpatient counseling.
- In crisis situations, will work closely with other community crisis service providers (e.g., 24-hour crisis hotline; mobile assessment teams; emergency room staff; and crisis stabilization units).
- Will tailor services to client needs and ensure seamless transition across levels of care through collaboration and coordination with other community service agencies.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT: Spurwink Services, Incorporated, Bridgton Application

DATE: June 26, 2024

**EVALUATION OF PART V
Proposed Budget**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Proposed Budget	25.00	25.00

Evaluation Team Comments:

Part V. Proposed Budget
Budget Form
<ul style="list-style-type: none"> Requesting \$304,967 for Staffing and Movable Property which represents ramp up costs for the first 12 months of \$638,396 less the revenue generated of \$333,428. All expenses are within the allowable categories. \$54,967 is above the allowed \$250,000 per application. Provided a strong justification for the additional \$54,967

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT: Spurwink Services, Incorporated, Lewiston Application

DATE: June 26, 2024

SUMMARY PAGE

Department Name: Health and Human Services

Name of RFA Coordinator: Brittany Hall

Names of Evaluators: Adrienne Leahey, Anna Ko, Debra Poulin, Patrick Bouchard, and Selina McGlaufflin

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Part I. Eligibility	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Geographical Location		
a. Outside a 30 mile radius	<i>10.00</i>	<i>0.00</i>
b. Rural city/town	<i>10.00</i>	<i>10.00</i>
c. Within a priority county	<i>10.00</i>	<i>0.00</i>
Part II Total	30.00	10.00
Part III. Experience and Capacity	15.00	15.00
Part IV. Proposed ACT Services	30.00	30.00
Part V. Proposed Budget	25.00	25.00
<u>Total Points</u>	<u>100.00</u>	<u>80.00</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT: Spurwink Services, Incorporated, Lewiston Application

DATE: June 26, 2024

**OVERVIEW OF PART I
Preliminary Information**

Part I. Eligibility

Evaluation Team Comments:

- | |
|---|
| <ul style="list-style-type: none">• Did not provide evidence of a current MaineCare Provider Agreement. However, the MaineCare Health PAS Online Portal Provider Directory verifies Spurwink holds a valid MaineCare Provider Agreement• Provided evidence of a valid Behavioral Health Services license to provide ACT (MHA229881), which was verified on the DLC website |
|---|

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT: Spurwink Services, Incorporated, Lewiston Application

DATE: June 26, 2024

**EVALUATION OF PART II
Priority Geographical Location**

	<u>Points Available</u>	<u>Points Awarded</u>
Part II. Priority Geographical Location		
a. Outside a 30 mile radius	<i>10.00</i>	<i>0.00</i>
b. Rural city/town	<i>10.00</i>	<i>10.00</i>
c. Within a priority county	<i>10.00</i>	<i>0.00</i>
Part II Total	30.00	10.00

Evaluation Team Comments:

Part II. Priority Geographical Location
<ul style="list-style-type: none"> Although the Applicant stated no to “Will the ACT services be located in a Rural town/city”, the evaluation team determined service delivery will be located in some rural town/cities; specifically services will be available throughout Androscoggin County and the greater Lewiston/Auburn area, including Durham, Greene, Leeds, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner and Wales.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

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APPLICANT: Spurwink Services, Incorporated, Lewiston Application

DATE: June 26, 2024

**EVALUATION OF PART III
Experience and Capacity**

	<u>Points Available</u>	<u>Points Awarded</u>
Part III. Experience and Capacity	15.00	15.00

Evaluation Team Comments:

Part III. Experience and Capacity
<ul style="list-style-type: none"> Maine-based non-profit agency with 64 years of experience providing behavioral health care, SUD services, and support services. Currently have 2 ACT teams in Cumberland County which provides services in some areas of York County, as well as 1 ACT team in Androscoggin County Stated that in Nov-Dec 2023, Case Western Reserve University conducted a fidelity review of ACT teams for the State, and Spurwink received an overall fidelity rating of 4.1 out of 5. Used the result for continuous quality improvement Have receive feedback related to fidelity and continues to work to improve services based on the feedback Although there is an existing team, there is a current waitlist that meets/exceeds the need for expanded capacity, while maintaining fidelity standards Have an established leadership structure to implement a new ACT team Have an established team which will be expanded to meet the need for the expanded capacity Demonstrate the capacity, expertise, including previous experience which will benefit the proposed ACT services 16 years of providing ACT services in Cumberland County and York County (Biddeford and Saco area); and TCMH' 16 years of providing ACT services in the Lewiston/Auburn area.
LITIGATION
<ul style="list-style-type: none"> Provided, the team has no concerns at this time.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT: Spurwink Services, Incorporated, Lewiston Application

DATE: June 26, 2024

**EVALUATION OF PART IV
Proposed ACT Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Part IV. Proposed ACT Services	30.00	30.00

Evaluation Team Comments:

PART IV – Proposed ACT Services
A. Assertive Community Treatment Expansion
<ul style="list-style-type: none"> • Will provide expanded services in Lewiston/Auburn including surrounding towns and cities. • Lewiston ACT team has consistently maintained a waitlist that is equal to or greater than what they are proposing to serve as part of the expansion. • Described their referral receipt and waitlist process; noting that while waitlist numbers can vary anywhere from 15-35, the waitlists for ACT services in Lewiston “far exceed” their current ACT teams’ capacity, while maintaining fidelity standards. Bidder also noted that there are no other ACT service providers in their proposed expansion area. • Provided data specific to the location to be served. • Portions of the service area have a HRSA designation as Mental Health Shortage Areas • Top concerns for the area include limited mental health service availability, long waitlists, and use of the emergency department for mental health needs.
B. Project Workplan
<ul style="list-style-type: none"> • Provided a project work plan with estimated timeline • Demonstrated an awareness of the community and potential partners • Did not acknowledge providing a final workplan to the Department within ten (10) business days of the start of the contract period • Current staffing ratios allow for services to be provided to 65 individuals, and that their proposed service expansion would increase this capacity to 85 individuals (an increase of 20 individuals served).
C. Operational Requirements
<ul style="list-style-type: none"> • Will staff the new ACT program to meet the DACTS fidelity scale requirements • Demonstrated an understanding on Section 17 of the MaineCare policy • Have maintained a 76% retention rate “per fidelity standards” in their ACT teams in their past two years. • Staff receive regular supervision at the required frequency based on their role, with additional supervision available upon request

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT: Spurwink Services, Incorporated, Lewiston Application

DATE: June 26, 2024

- Headquarters is located at 901 Washington Ave in Portland and that the proposed expanded ACT team will be based out of their offices at 1155 Lisbon Street in Lewiston.
- Office will be open during “traditional business hours”; however, ACT services will follow the 24/7 model, with staff flexing as needed in order to meet client needs and provide response to crisis.
- Will follow fidelity standards, by maintaining the standard of 88% of face-to-face contacts taking place in the clients’ residing community.
- Will be open for referrals on an anticipated timeline of 3 months following award.

D. Programmatic Requirements

- Demonstrated an understanding of ACT services
- ACT team will provide care according to MaineCare Section 17 regulations, and the DACTS.
- Will implement quarterly internal reviews utilizing the DACTS scale and adjust their practice according to ratings; with performance plans made for areas with lower fidelity scores and they will work on ways to sustain the positive scores
- Will establish partnerships with community resources and corrections
- Engagement strategies will include home and community visits; “checking at local encampments and hotspots where individuals frequent”; coordination with community providers and pharmacies; and communicating with other team members and collateral contacts.
- Inclusion of Harm Reduction and Medication Assisted Treatment (MAT) treatment methods
- Will integrate Tri-County Mental Health’s partnership with St. Mary’s Hospital, Central Maine Health Center, and other community partners.
- Will provide a full continuum of care via Spurwink teams, as available, including: Behavioral Health Home Case Management; Medication Management; Medication Assisted Treatment; SUD and Co-occurring Treatment and counseling; and outpatient counseling.
- In crisis situations, will work closely with other community crisis service providers (e.g., 24-hour crisis hotline; mobile assessment teams; emergency room staff; and crisis stabilization units).
- Will tailor services to client needs and ensure seamless transition across levels of care through collaboration and coordination with other community service agencies.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT: Spurwink Services, Incorporated, Lewiston Application

DATE: June 26, 2024

**EVALUATION OF PART V
Proposed Budget**

	<u>Points Available</u>	<u>Points Awarded</u>
Part V. Proposed Budget	25.00	25.00

Evaluation Team Comments:

Part V. Proposed Budget
Budget Form
<ul style="list-style-type: none"> No cost being requested for physical structure Requesting \$64,300 for Staffing and Movable Property which represents ramp-up costs for the first six months of \$232,895, subtracting the anticipated revenue to be generated (\$168,595)

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Bridgton Application

DATE: 6/20/2024

EVALUATOR NAME: Patrick Bouchard

EVALUATOR DEPARTMENT: Office of Behavioral Health

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Part I. Eligibility	
To be eligible for grant funding under this RFA, Applicants must provide evidence of:	
<ol style="list-style-type: none"> 1. Having a current or forthcoming MaineCare Provider Agreement; and 2. Being licensed or have the ability to obtain licensure through the Department's Division of Licensing and Certification for Behavioral Health Services to provide ACT. 	
<ol style="list-style-type: none"> 1. Does the Applicant have a current or forthcoming MaineCare Provider Agreement? 	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Provide a copy of their MaineCare Provider Agreement or describe the Applicant's plan for attaining a MaineCare Provider Agreement, included anticipated timelines, as applicable.
•	
<ol style="list-style-type: none"> 2. Is the Applicant licensed or have the ability to obtain licensure through the Department's Division of Licensing and Certification for Behavioral Health Services to provide ACT? 	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Provide a copy of their current licensure for Behavioral Health Services to provide ACT, or describe the Applicant's plan for attaining the license, including anticipated timelines, as applicable.
•	

Part II. Priority Geographical Location
The Department intends to apply priority scoring to applications designed to provide ACT teams to communities:

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Bridgton Application

DATE: 6/20/2024

EVALUATOR NAME: Patrick Bouchard

EVALUATOR DEPARTMENT: Office of Behavioral Health

<p>1. Where there are currently no available ACT services within a thirty (30) mile radius; and/or</p> <p>2. Located within a Rural city/town; and/or</p> <p>3. Within Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties.</p>	
<p>1. Are there no available ACT services within a thirty (30) mile radius of the proposed location?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>
<p>2. Will the ACT services be located in a Rural town/city?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>
<p>3. Will the ACT services be located in Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>
<ul style="list-style-type: none"> • Services will be provided in Oxford County (Office is located in Bridgton) • Proposed location meets geographic area of focus. • Rural Community requirements met. • Team will serve Oxford and Northern Cumberland Counties including: Denmark, Fryeburg, Lovell, Otisfield, Oxford, Sweden, Waterford, Bridgton, Casco, Harison, Naples, Sebago) • Region has experienced a significant increase in overdose deaths. 	

Part III. Experience and Capacity
<ul style="list-style-type: none"> • Bidder has an established team in Lewiston. • 64 years of experience providing behavioral health and substance use disorder services • ACT provider since 2009. • Licensed as a MH, SUD and Private Special Purpose School. • 16 years providing ACT services • Provides ACT with 2 teams for Cumberland County (also serves Saco and Biddeford area). Bidder identifies meeting ACT fidelity standards. • 2023 ACT Fidelity Review: 4.1 out of 5. • Acquired Lewiston ACT Team and other mental health services in April 2024 as agency acquired Tri-County Mental Health Services. • Largest provider of Behavioral Health Services in Androscoggin County. • CCBHC for Cumberland County • Provider of Living Room Crisis Center

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Bridgton Application

DATE: 6/20/2024

EVALUATOR NAME: Patrick Bouchard

EVALUATOR DEPARTMENT: Office of Behavioral Health

<ul style="list-style-type: none"> • Provides MH and SUD residential services
<ul style="list-style-type: none"> • 16 years' experience providing ACT • Bidder plans to expand current service delivery and not develop a new team for this area. • Recent Fidelity Monitoring Feedback for Portland was positive. • Leadership has years of experience with ACT. • Implemented recommendations from fidelity review to increase groups and staffing.
<ul style="list-style-type: none"> • Bidder reports history of high fidelity reviews • Bidder notes success of programs in Portland (Living Room Crisis Center, ACT, etc.)
<ul style="list-style-type: none"> • Bidder did not identify any current issues/concerns.
LITIGATION
<ul style="list-style-type: none"> • Bidder provided the requested information. • Requirement met.

PART IV – Proposed ACT Services
A. Assertive Community Treatment Expansion
<ul style="list-style-type: none"> • Develop a new team in Oxford County. • Team will serve Oxford and Northern Cumberland Counties including: Denmark, Fryeburg, Lovell, Otisfield, Oxford, Sweden, Waterford, Bridgton, Casco, Harison, Naples, Sebago)
<ul style="list-style-type: none"> • No current ACT services within a 30-mile radius • Increase in overdose deaths • Proposed team would serve 50 individuals
B. Project Workplan
<ul style="list-style-type: none"> • Work plan provided with RFA submission. • Time frames provided • Requirement met.
C. Operational Requirements
<ul style="list-style-type: none"> • Operational plan includes adhering to DACTS- ACT Fidelity Standards. • Met Requirements
<ul style="list-style-type: none"> • 32 N High Street, Bridgton • Office will be open traditional business hours- ACT services will be available 24/7 coverage • Will serve members within a 30-mile radius of office.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Bridgton Application

DATE: 6/20/2024

EVALUATOR NAME: Patrick Bouchard

EVALUATOR DEPARTMENT: Office of Behavioral Health

<ul style="list-style-type: none"> • Anticipates that services would start within 6-months of award. • Referenced 16-years providing ACT services in Cumberland County as commitment to sustaining the service • Bidder meets requirements.
D. Programmatic Requirements
<ul style="list-style-type: none"> • Met Requirement.
<ul style="list-style-type: none"> • Bidder will implement quarterly internal reviews using the DACTS scale • DACTS review by the Department
<ul style="list-style-type: none"> • Establish partnerships with community resources and corrections • A minimum of 3 outreach attempts to engage referred individuals. • Requirement met.
<ul style="list-style-type: none"> • Bidder will utilize pre-existing relationships/partnerships • Work with psychiatric hospitals, crisis, etc, in the event that member is hospitalized. • Provide continuum of behavioral health services • Requirements met.

Part V. Proposed Budget
Physical Structure Project
<ul style="list-style-type: none"> • Reconfiguration of space to allow for staff offices and waiting area.
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Bidder included information on hiring required team members: Clinical Lead, Case Manager, Employment Specialist, SUD Specialist, RN, Peer Support Specialist, • Included costs to purchase equipment (laptops and cell phones) as well as office furniture.
Budget Form
<ul style="list-style-type: none"> • Provided budget information. • Total request exceeds \$250,000

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INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Bridgton Application

DATE: 6/12/2024, 6/13/24, 6/17/24 & 6/24/24

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Part I. Eligibility	
To be eligible for grant funding under this RFA, Applicants must provide evidence of:	
<ol style="list-style-type: none"> 1. Having a current or forthcoming MaineCare Provider Agreement; and 2. Being licensed or have the ability to obtain licensure through the Department's Division of Licensing and Certification for Behavioral Health Services to provide ACT. 	
<ol style="list-style-type: none"> 1. Does the Applicant have a current or forthcoming MaineCare Provider Agreement? 	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Provide a copy of their MaineCare Provider Agreement or describe the Applicant's plan for attaining a MaineCare Provider Agreement, included anticipated timelines, as applicable.
<ul style="list-style-type: none"> • Bidder stated that they included their current MaineCare Provider Agreement in their proposal, this evaluator was unable to locate such in the proposal. • Bidder provided their VC and also included a copy of a current contract with OBH. 	
<ol style="list-style-type: none"> 2. Is the Applicant licensed or have the ability to obtain licensure through the Department's Division of Licensing and Certification for Behavioral Health Services to provide ACT? 	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Provide a copy of their current licensure for Behavioral Health Services to provide ACT, or describe the Applicant's plan for attaining the license, including anticipated timelines, as applicable.

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- Bidder included a copy of their license in their Word formatted response; noting Mental Health Agency licensure, including licensure for Community Support Services.
- Licensure to provide ACT services was specific to locations in Lewiston and Portland, ME.
- Bidder is not currently licensed to provide ACT in Bridgton; but stated will complete a licensing application to add 32 N High Street, Bridgton, ME, to their ACT services. Bidder noted that attaining appropriate licensure generally requires 30 days' notice.
- Stated they are currently licensed to provide "Home Based Family Services, In-Home Support Services, Medication Management, and Outpatient Therapy" at the Bridgton location.

Part II. Priority Geographical Location

The Department intends to apply priority scoring to applications designed to provide ACT teams to communities:

1. Where there are currently no available ACT services within a thirty (30) mile radius; and/or
2. Located within a Rural city/town; and/or
3. Within Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties.

1. Are there no available ACT services within a thirty (30) mile radius of the proposed location?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
2. Will the ACT services be located in a Rural town/city?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
3. Will the ACT services be located in Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

- Bidder stated the location will be 32 N High Street, Bridgton, ME.
- Bidder stated that there are no available ACT services within 30 miles of Bridgton.
- Bidder stated that Bridgton has a population of 5,643 (no source for this data provided); thus, is considered a rural town.
- Although Bidder's ACT team location is in Cumberland County, Bidder stated that they would serve clients in Oxford County (surrounding towns of Denmark,

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Fryeburg, Lovell, Otisfield, Oxford, Sweden and Waterford) and northern Cumberland County (Bridgton, Casco, Harrison, Naples and Sebago).

- Bidder also provided other data related to the need for ACT services in Northern Cumberland County and Oxford County, including that portions of their service are considered as “Mental Health Shortage Areas”, per HRSA designation.
- Bidder stated that their proposed team would serve 50 individuals.

Part III. Experience and Capacity

- Bidder stated that they are a Maine-based non-profit agency with 64 years of experience providing behavioral health care, SUD services and support services.
- Bidder stated that they have provided ACT services for Cumberland County since their 2009 inception in Maine.
- Bidder stated that they are licensed as a Mental Health Facility at the “Full-Service Level”, as a SUD provider and as a Private Special Purpose School.
- Bidder stated that they are accredited by the Council on Accreditation for Children and Family Services and is a member of the Child Welfare League of America and the American Association of Children’s Residential Centers.
- Bidder stated that they are also licensed as a Foster Care CPA Level of Care Placing Facility Agency, and they maintain an Alcohol and Drug Treatment license.
- Bidder stated they have been providing ACT for 16 years through two teams in Cumberland County, which also serve the Saco and Biddeford area In York County.
 - Bidder described their current ratio of staff, a multidisciplinary team that Bidder states maintain a ratio of at least 1 staff person for every 10 clients; serving approximately 100 clients with 12 FTE staff.
 - Bidder stated that in Nov-Dec 2023, Case Western Reserve University conducted a fidelity review of ACT teams for the State, and the Bidder received an overall fidelity rating of 4.1 out of 5. Bidder stated that they used the result for their continuous quality improvement plan.
- Bidder stated that they acquired Tri-County Mental Health in April 2024, including their established ACT program (Lewiston).
 - Bidder stated that they are now the largest provider of behavioral health services in Androscoggin County, is the accredited Community Mental Health Center and “the principal service provider of integrated behavioral health and SUD treatment”.

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- Bidder referenced their Spurwink Adult Behavioral Health (SABH) work, previously known as the Portland Help Center, which Bidder stated has over 25 years of experience providing mental health care to vulnerable (not specified) and low-moderate income populations in the greater Portland area.
 - Bidder stated that SABH serves nearly 1,200 adults each year with SMI and SUD, particularly opioid use.
 - Bidder stated that they served 858 clients across their ACT, Opioid Health Home, Behavioral Health Home and Medication Management programs.
 - Bidder stated that they opened the Living Room Crisis Center (LRCC) in Portland’s Bayside neighborhood in March 2022.
 - Bidder stated that they were recently awarded a Certified Community Behavioral Health Clinic (CCBHC) SAMHSA grant for Cumberland County.
 - Bidder stated that they also recently launched two residential programs for adults with co-occurring SMI and SUD: a specific Residential Treatment program (Bigelow), and a Housing First Mental Health Recovery Residence (Ashlea’s Place).
 - Bidder stated that they also recently launched Kineo, a residential behavioral health treatment program that provides services similar to Bigelow, but with a focus on older adults with SMI.
 - Bidder stated that their integration with Tri-County Mental Health (TCMH) will also include integration of three additional similar programs in Tri-County’s service area.
 - Bidder referenced TCMH’s provision of mental health and medical services to the military and veteran community, “when services are not provided directly by the VA”. Bidder stated that they are adding suicide initiative and care coordination services for co-occurring disorders “among service members and veterans of the National Guard.”
-
- Bidder reiterated how they acquired TCMH’s Lewiston-based ACT team at 1155 Lisbon Street, April 1, 2024. Bidder stated that the team has had 16 years of experience providing ACT in Lewiston/Auburn and surrounding communities.
 - Aside from the TCMH acquisition, Bidder also referenced their own experience as a current ACT provider; with 16 years’ experience.
 - Bidder stated that they maintain small caseload standards and maintain a 99% fully staffed team.
 - Bidder stated that they adhere to the MaineCare Section 17 eligibility requirements.
 - Bidder stated that they provide community-based services, with 88% of face-to-face contacts occurring in the community.

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- Bidder stated that they also engage in “checking at local encampments”.
- Bidder stated that they received recommendations for their Portland-based ACT team which resulted in a new group for SUD counseling, increased number of staff with Certified Alcohol and Drug Counselor (CADC) certification, added two vocational specialists and are working on increasing training in this area.
 - Bidder stated that the team is also working towards implementation of the ACT Transition Readiness Scale for ACT client discharge criteria.
- Bidder listed staff bios and experience of their current ACT teams’ leadership staff, listed positions of leadership were: VP of Adult Behavioral Health; Senior Direct of Spurwink Adult Behavioral Health; Director of Spurwink Adult Behavioral Health; ACT Team Leader for Portland; and ACT Team Leader for Lewiston.
- Bidder stated that they have managed “robust” grants programs from “foundation, corporate, United Way, local government, States, and Federal funders”.
- Bidder stated that they managed nearly \$7 million in grant funds in FY23.
- Bidder stated that they were awarded a City of Portland Community Development Block Grant (CDBG) in 2018, which helped them launch their Medication Assisted Treatment (MAT) program; and they received State funds to pilot the State’s first crisis receiving center (Living Room Crisis Center) in 2022.
- Bidder stated that they were awarded and continue to manage State contracts for: Treatment Foster Care; Functional Family Therapy in Cumberland, York and Androscoggin Counties; Statewide Adoption Foster and Resource Family Services (foster care recruitment and adoption matching); and their current Clinical Consultation and Support Services to Maine’s OCFS Child Protective Services.
- Bidder stated that they managed a 4-year \$2 million National Child Traumatic Stress Initiative grant through federal SAMHSA funding to pilot a Trauma Systems Therapy for Refugees. Bidder stated that they were awarded a second SAMHSA grant of \$1.6 million to expand this pilot in 2022.
- Bidder reiterated their awarded grant for CCBHC implementation, to serve Cumberland County at almost \$4 million in 2022.
- Bidder stated that they also managed a federal Department of Education Investing in Innovation 4-year \$20 million grant in 2016.

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- Bidder reiterated their 16 years of providing ACT services in Cumberland County and York County (Biddeford and Saco area); and TCMH' 16 years of providing ACT services in the Lewiston/Auburn area.
- Bidder reiterated the Nov-Dec 2023 fidelity rating of 4.1 out of 5 that they received for their ACT team services in Cumberland County.
- Bidder referenced their clinical experience in trauma informed practices; child and adult mental health and developmental disorders treatment; and their experience providing services to vulnerable populations, including refugee and immigrant families, and adults with SMI and/or co-occurring SUD.
- Bidder stated that with the launch of their Living Room Crisis Center (LRCC) last year, they have already seen improvements: LRCC clients were not arrested or utilizing Emergency Department services since the start of the program; and although there were 11 police Narcan reversals last year, Bidder stated that "there were none to date this year".
- Bidder stated that all ACT team clients have a history of psychiatric hospitalization, majority have co-occurring mental illness and SUD, with nearly a quarter being homeless. Bidder stated that of those who are unhoused, 100% have a co-occurring SUD.
- Bidder described some SABH clients need care management and some need time-limited intensive intervention.
- Bidder stated that SABH assists all clients in meeting individualized objectives, tailoring their level of intervention to fit each client, and will carry this into their newly established ACT team in Bridgton.

- Bidder wrote N/A.

LITIGATION

- Six lawsuits listed; with litigation ongoing for 3 of the 6 lawsuits listed. One of the ongoing lawsuits was for Spurwink NH.
- The remaining 3 noted as "Settled" did not include a description of outcome.
- Case numbers are only listed as numbers 1-5, unclear if these are the actual case numbers.
- Litigation potentially related.

PART IV – Proposed ACT Services

A. Assertive Community Treatment Expansion

- Bidder stated that their proposed ACT team will be located in a Priority Community; based out of the Bidder's office at 32 N High Stret, Bridgton, ME.
- As noted previously, Bidder reiterated that there are no available ACT services within 30 miles of Bridgton, is considered a rural town with a population of

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<p>5,643 (no source for data provided) and will serve clients in northern Cumberland County (Bridgton, Casco, Harrison, Naples, and Sebago) and Oxford County (in surrounding towns of Denmark, Fryeburg, Lovell, Otisfield, Oxford, Sweden and Waterford).</p>
<ul style="list-style-type: none">• Bidder stated that Bridgton is in rural Northern Cumberland County. Bidder stated that in this area, substance-related deaths have increased from 12.3 per 100,000 in 2007-2011 to 27.3 in 2015-2019 (no source for data provided). Bidder also stated that this community “reflects the geographic, economic, and social service need patterns of Oxford County.”• Bidder stated that Oxford County is in need of ACT services, and that the service area has been hit hard by the pandemic; with portions of the service area designated by HRSA as Mental Health Shortage Areas. Bidder stated that limited availability of mental health services, long waitlists to access care and use of emergency departments for mental health needs have been identified as top concerns for these areas.• Bidder stated that most recent Maine shared CHNA (Community Health Needs Assessment) data show that Oxford County has a significantly higher rate of mental health emergency department use versus the State, overall (Bidder did not indicate year as it relates to when this statistical significance was reported/discovered/indicated). Bidder also noted that in 2020, death from overdose in Oxford County were 25.8 per 100,000, when in 2019 the rate was 15.5.• Bidder stated that 12.7% of Oxford County residents were below the federal poverty level, a higher percentage than the State’s overall rate (10.8%).• Bidder described their referral receipt and waitlist process; noting that current waitlists for ACT services in Oxford County exceed that community’s capacity to provide services due to there being no service providers within a 30-mile radius to serve the area (actual waitlist numbers were not provided).• Bidder stated that their proposed team would serve 50 individuals.
<p>B. Project Workplan</p>
<ul style="list-style-type: none">• a. – Bidder stated their MaineCare Provider Agreement is valid through 6/30/2024, and they have submitted a renewal for the next period: 7/1/24-6/30/25.• a. – Regarding Mental Health Agency licensing – Bidder stated that the period of licensure is from 3/25/24-6/15/25. Bidder stated their current license allows ACT team service provision at their Lewiston and Portland locations. If awarded, they will complete a licensing application to add their Bridgton location, submit accompanying fees and schedule a site visit. Bidder stated that they anticipate appropriate licensure attainment “requires generally 30

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days notice". Bidder stated that they would work with the Department to coordinate contracted services start date with licensure time requirements.

- b. – Will be Bridgton-based, serving 30-mile radius from location at 32 N High Street in Oxford (Denmark, Fryeburg, Lovell, Otisfield, Oxford, Sweden and Waterford) and Northern Cumberland County (Bridgton, Casco, Harrison, Naples and Sebago). Bidder anticipates they will be open for referrals once licensure is complete and staff hired and oriented. Bidder stated an anticipated timeline of six months after conditional award notification, with “full census” reached by 12 months after initial award.
- c. – Bidder stated that renovations would be made to waiting areas and office areas, in order to modify to accommodate the new Act Team; and that IT requirements would be addressed via renovation as well. Bidder stated they anticipate this to be completed within 3 months of conditional award notice.
 - “IT requirements” consist of laptop, cell phones, on-call phones, “etc.” for purchase. Bidder stated that this would be coordinated and ordered through their IT department.
- d. – Bidder stated they will post open positions for a Clinical Support Specialist, Team Lead/Clinician, Case Manager, Employment/Vocational Specialist, SUD Specialist, Registered Nurse, Psychiatric Nurse Practitioner (.5FTE) and a CIPSS; to occur upon notice of award.
 - Bidder stated that they will make use of creative recruitment techniques and signing incentives.
 - Bidder stated that they will interview and hire staff within 6 months of award notice, with oversight of hiring to be conducted by their Senior Director of Adult Behavioral Health, and once hired, the Team Leader.
 - Bidder stated that they would provide orientation upon hire.
 - Bidder stated that if not certified upon hire, Case Managers and employment specialists would be enrolled in the next available MHRT training (within 90 days of hire).
 - If the CIPSS-hired staff is not certified at hire, they will enroll them in Peer Support 101 within 90 days of hire and fully certified within a year of hire.
 - If Employment/Vocational Specialist is not certified at hire, they will enroll in the Association of Community Rehabilitation Educators (ACRE) approved course or DHHS approved equivalent. Bidder stated this staff person would obtain full certification within 6 months of hire.
 - Bidder stated that they will provide training and orient staff upon hire, within three months of award notification. This would be coordinated by the Senior Director of Adult Behavioral Health, Team Leader once hired

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and with assistance from members of the ACT teams in other regions.

- e. - Bidder stated that they have an anticipated timeline of six months following date of award for when they will be able to start receiving referrals. Bidder stated that they would continue ramping up services while maintaining fidelity for onboarding clients, not to exceed 6 clients per month, until they reach full census; which they anticipate occurring within 12 months of date of award.
- f. – Bidder stated that the proposed “new ACT team would serve an additional 50 consumers”.
- g. – Bidder stated that they would be adding one new ACT team, according to ACT Fidelity Standards; and this would be managed by their Senior Director of Adult Behavioral Health.
- h. – Bidder stated that they would follow the admission criteria in MaineCare section 17 requirements.
 - Bidder stated that prior to accepting referrals, they will establish partnerships with potential referral sources through engagement with community partners including Bridgton Hospital; Central Maine Health Care Systems; crisis services; correctional facilities; and other community partners to receive referrals. Bidder stated they would reach out to the State to identify key stakeholders and referral sources for partnership as well.
 - Bidder stated that they would make a minimum of three outreach attempts to referred individuals.
- i. – Bidder stated that, based on current reimbursement rates, they estimate that once the team reaches full census within 12-months of award; that the second year of the program “will not result in a deficit as the initial startup costs will be a one-time occurrence and reimbursement rates will cover staff time and office expenses.”
- 2 and 2a – Bidder did not address providing a final workplan to the Department within 10 business days of the start of the contract period; and did not address providing the Department with updates to the workplan (if/when changes are made to timeline) within 7 calendar days of change identification.

C. Operational Requirements

- 1.a. – Bidder stated that they “will staff the new ACT program to meet the fidelity scale requirements of ACT’s structurally prescriptive model”.
 - Bidder noted the multidisciplinary and cross-disciplinary staffing plan, which will consist of 8 (7.5 FTE) new staff trained in ACT. Intended staff to be hired: 1 FTE Clinical Support Specialist; 1 FTE Team Lead Clinician; 1 FTE Case Manager; 1 FTE Employment/Vocational Specialist; 1 FTE SUD Specialist; 1 FTE Team Registered Nurse; one .5

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- FTE Psychiatric Nurse Practitioner; and 1 FTE Certified Intentional Peer Support Specialist (CIPSS).
- Bidder stated that they would hire for the listed positions using their existing organizational infrastructure and hiring processes for clinical staff, and that they will require clinicians and team leads maintain active Maine LCSW, LMSW-cc, LCPC, or LCPC-cc licensing.
- Bidder stated that the “Substance Abuse Clinician” requires a CADC or LADC certification.
- Bidder stated that they will utilize signing incentives, annual raises and “diligent and creative recruiting including targeted online advertising and attendance at job fairs” to fill the positions.
- Bidder stated that their Senior Director of Spurwink Adult Behavioral Health and VP of Spurwink Adult Behavioral Health will be providing oversight to the program.
- 1.b. – Bidder stated that they have maintained a 76% retention rate “per fidelity standards” in their ACT teams in their past two years.
 - Bidder claimed their maintenance of high fidelity scores in ACT services helps contribute to their staff retention through low client to staff ratio, a strong team approach and adherence to the evidence-based model.
 - Bidder stated that Team Leaders also facilitate team outings; work with staff on “growth plans”; encourage further education and trainings; monitor for signs of burnout and support self-care.
- 1.c & d. – Bidder stated that orientation occurs at an agency and program level. Bidder stated that ongoing training and supervision are provided through “daily group supervision in team meetings with psychiatric providers”; spontaneous consult with peers and supervisors; “workshops, trainings, or courses related to vocational services, co-occurring treatment, psychopharmacology, and other relevant topics”; and annual performance evaluation, which includes time spent on annual training goals.
 - Bidder stated that staff receive regular supervision at the required frequency based on their role, with additional supervision available upon request.
 - Bidder stated that their ACT teams meet five days a week and all staff are expected to attend five days per week; with “prescribers” attending once per week. Bidder stated that team meetings usually last about an hour in length, except for Fridays when they run for 90 minutes; and all clients are reviewed at each meeting.

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<ul style="list-style-type: none">○ Bidder stated that staff in positions required to provide supervision are also provided with training and given time within their work schedules to ensure such.○ Bidder stated all staff receive an orientation to the DACTS scale, required functions and core components of high-fidelity ACT, which includes the Assertive Engagement Protocol.○ Bidder stated that their employees will receive orientation upon hire and will receive ongoing training regarding the requirements of HIPAA, FERPA and related confidentiality and privacy of information practices.○ Bidder stated that 're-training' happens annually, "and promptly as needed".
<ul style="list-style-type: none">● Bidder stated that their headquarters is located at 901 Washington Ave in Portland and that the proposed new ACT team will be based out of their offices at 32 N High Street, Bridgton, ME.● Bidder stated that their office will be open during "traditional business hours"; however, ACT services will follow the 24/7 model, with staff flexing as needed in order to meet client needs and provide response to crisis. Bidder did not specify the specific hours they intend to have their office open, aside from describing it as "traditional business hours".● Bidder stated that, following fidelity standards, they will maintain the standard of 88% of face-to-face contacts taking place in the clients' residing community.● Bidder stated the ACT team will be available to residents in Northern Cumberland and Oxford counties.
<ul style="list-style-type: none">● Bidder stated that if awarded, they will be open for referrals on an anticipated timeline of 6 months following award.● Bidder stated that they will provide services in the Northern Cumberland and Oxford County communities for at least 3 years after first date of referral opening, pursuant to resulting contract.● Bidder did not address providing ACT to eligible Adult Consumers, including eligible Adult MaineCare recipients.
D. Programmatic Requirements
<ul style="list-style-type: none">● Bidder stated that the new ACT team will be part of their Spurwink Adult Behavioral Health (SABH).● Bidder stated that their SABH ACT team will provide care according to MaineCare Section 17 regulations, and the DACTS.● Bidder stated services will include medication management; case management; vocational and pre-vocational services and support; peer support services; co-occurring treatment services (mental health and SUD);

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<p>assertive community outreach services; working with the natural support system (family, friends, landlords, employers); and 24/7 Crisis Intervention services.</p> <ul style="list-style-type: none">• Bidder stated their ACT team will provide coverage 24/7, consistent with fidelity standards for crisis service responsibility.• Bidder stated they would use a dedicated cell phone that is rotated between staff on separate Monday to Friday and weekend rotations; ensuring individuals calling the phone are directly connected with a team member.• Bidder stated that the cell phone number is shared with clients and local hospitals.• Bidder stated that their team will meet fidelity standards “for responsibility for hospital response” through maintaining involvement with all (100%) of client admissions and discharges.• Bidder stated that clients would be served on a “time-unlimited basis”, and they will maintain a rate of less than 5% of clients “graduating” annually.• Bidder stated that they will offer individualized SUD and Dual Disorder Treatment through structured individualized counseling and treatment group options.• Bidder stated that their new ACT team would be implemented utilizing the same practices, policies and procedures used in Bidder’s current ACT teams serving Cumberland County, Saco and Biddeford.
<ul style="list-style-type: none">• Bidder stated that ongoing fidelity is audited by MaineCare annually, and when Case Western is contracted by the State to provide DACTS fidelity reviews.• Bidder stated that they use “several different instruments” (not described) that are then recorded and tracked in their electronic health records and measured quarterly as part of their Plan of Care review process.• Bidder stated that they receive alerts through “HealthInfonet Maine” on any client visits to the Emergency Department and they will track and monitor utilization of the ED and provide follow-up care.• Bidder stated that they use their electronic health records to record and track all client data.• Bidder stated that they will implement quarterly internal reviews utilizing the DACTS scale and adjust their practice according to ratings; with performance plans made for areas with lower fidelity scores and they will work on ways to sustain the positive scores.
<ul style="list-style-type: none">• Regarding Consumer recruitment – Bidder stated that they will follow the admission criterion per Section 17 requirements and will establish relationships

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APPLICANT NAME: Spurwink Services, Incorporated, Bridgton Application

DATE: 6/12/2024, 6/13/24, 6/17/24 & 6/24/24

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

with potential referral sources prior to accepting referrals. Bidder stated that they will make a minimum of 3 outreach attempts to referred individuals.

- Consumer recruitment activity outside of relationships with potential referral sources was not described.
- Regarding Consumer engagement – Bidder stated that engagement strategies will include home and community visits; “checking at local encampments and hotspots where individuals frequent”; coordination with community providers and pharmacies; and communicating with other team members and collateral contacts.
- Regarding Consumer retention – Bidder stated that they will maintain fidelity standards for service provision of at least 84 minutes/week of client face-to-face contact, with the goal of interacting 2 hours a week or more.
 - Bidder stated that they maintain 3-4 face-to-face contacts per week with each client and will utilize telehealth, as appropriate.
 - Bidder stated that they will develop and implement a strategy to track contact with their clients’ natural supports to utilize engagement with natural supports as a regular treatment strategy.
 - Bidder stated that their teams will use harm reduction; motivational interviewing; and “stagewise delivery of services” for clients with co-occurring SUD.
 - Bidder stated that they will support reduction of use over abstinence and provide support that respects the Consumer’s personal preferences and their current “stage of change”.
 - Bidder stated that harm reduction strategies will include needle exchange for harm reduction supplies; education regarding safe use (e.g., clean needle use); assistance with Hepatitis and HIV testing; offering and discussion of Medication Assisted Treatment (MAT) options; training and carrying of Narcan; and helping obtain and maintain safe housing.
 - Bidder stated that their prescribers will prescribe psychiatric medications for those who are actively using substances, consistent with dual disorder principles, and will avoid medication prescription with a known potential for addiction in most instances.
 - Bidder stated that their nursing staff will develop “rapid response teams and crash bags” that include “IM Narcan and procedures for assisting individuals in crisis”.
 - Bidder stated that their team will discuss linkage to self-help groups with clients and use motivational interviewing techniques.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- Bidder stated that they will tailor services to client needs and ensure seamless transition across levels of care through collaboration and coordination with other community service agencies.
- Bidder stated that they will integrate Tri-County Mental Health’s partnership with Bridgton Hospital, Central Maine Health Center, and other community partners.
- Bidder stated that their ACT team will actively assist their Consumers with accessing and maintaining services with medical providers and they will work with medical providers to coordinate care for those with complex medical comorbidities.
- Bidder stated that their agency will provide a full continuum of care via Spurwink teams, as available, including: Behavioral Health Home Case Management; Medication Management; Medication Assisted Treatment; SUD and Co-occurring Treatment and counseling; and outpatient counseling.
- Bidder stated that in crisis situations, they will work closely with other community crisis service providers (e.g., 24-hour crisis hotline; mobile assessment teams; emergency room staff; and crisis stabilization units).
- Bidder stated that when psychiatric hospitalization is needed, their ACT team staff will be involved in admission, treatment, discharge planning and the transition back into the community. Bidder stated this includes efforts to ensure integration of the Bidder’s ISP into the hospital treatment plan, and review of goals and objectives upon Consumer discharge.
- Bidder stated that their afterhours on call system will ensure that essential clinical information is available to crisis service providers, emergency room personnel and inpatient hospitals, at any time. Bidder stated that the on-call system can also serve as a point of contact for consumers and other providers during severe weather or natural disasters.
- Bidder stated that their staff will work with Consumers to develop and use Crisis Prevention Plans, which will “describe the most helpful and least helpful responses for individuals, family members, loved ones, and providers during crisis situations”.

Part V. Proposed Budget

Physical Structure Project

- Bidder stated that proposed renovations to their location in Bridgton will include renovations to the waiting area and staff offices, to accommodate adding an 8-member ACT team serving 50 clients, ensuring a welcoming environment, safety, comfort and accessibility.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

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DATE: 6/12/2024, 6/13/24, 6/17/24 & 6/24/24

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- Bidder stated that waiting area renovations will include paint and repairs, at a cost of \$1,000.
- Bidder stated that renovations to their staff offices will include paint and repairs, at a cost of \$4,033.

Staffing and Movable Property Project

- Bidder stated that their proposed staffing costs include wages and benefits for their Senior Director of Spurwink Adult Behavioral Health (.08FTE) and Clinical Support Specialist.
 - Bidder stated that proposed staffing costs include staff development costs for initial training, wages, benefits, and sign-on bonus costs for a Team Lead Clinician; Case Manager; Employment Specialist; SUDs Specialist; Team Nurse; Psychiatric Nurse Practitioner (.5FTE); and a Peer Support Specialist.
 - Bidder stated that staffing costs are anticipated at \$623,995.
- Bidder stated that equipment costs include office furniture, laptops and cellphones, at a total cost of \$14,400.
- Bidder stated that their anticipated revenue for 50 new clients is \$333,428; thus, their request of \$304,967 for Staffing and Movable Property would represent their ramp up costs for the first 12 months of \$638,396 less the revenue generated of \$333,428. This amount is \$54,967 above the allowed \$250,000 per application.

Budget Form

- Bidder is requesting \$304,967 in Staffing and Movable Property Costs and \$5,033 in Physical Structure costs for a total of \$310,000 of funds requested (\$60,000 above the allotted \$250,000 per Application).
- Under Physical Structure Project, Bidder requests \$1,000 in renovation for the Waiting Area and \$4,033 for Staff Office' renovation. Aside from mention of "paint and repairs" in response to Part V.1., Bidder did not describe the renovation details for the renovation work needed for the Waiting Area and Staff Offices.
- For Staffing and Movable Property – Bidder indicates the full wage and benefits salary cost for first 12 months for Senior Director of Adult Behavioral Health (.08 FTE) (\$8,278.00) and the Clinical Support Specialist (\$61,445.00).
 - Bidder also indicated the full 12 months' cost in wages, benefits and sign-on bonus for: Clinical Support Specialist (\$61,445); Team Lead Clinician (\$96,285); Case Manager (\$72,603); Employment Specialist (\$72,603); SUDs Specialist (\$72,603); Team Registered Nurse (\$89,031); Psychiatric Nurse Practitioner (.5 FTE) (\$76,197); and Peer Support Specialist (\$72,600).

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

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APPLICANT NAME: Spurwink Services, Incorporated, Bridgton Application

DATE: 6/12/2024, 6/13/24, 6/17/24 & 6/24/24

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- Bidder indicated \$2,350 for “Staff Development” (initial staff training).
- Bidder indicated \$12,400 for office furniture (8 new desks/chairs) and \$12,000 for laptops and cell phone (8 new laptops/cell phones for field work).
- Bidder also indicated the revenue they anticipate generating from billing within the first 12 months (for 50 new clients), this is indicated at \$333,428.00.
- Bidder’s indicated subtotals are: \$623,995 for staffing; \$14,400 for equipment and “(\$333,428)” under the “Other” category for revenue from billing. Bidder’s total requested funding for Staffing and Movable Property is thus \$304,967.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Bridgton Application

DATE: 6/25/2024

EVALUATOR NAME: Adrienne Leahey

EVALUATOR DEPARTMENT: OBH DHHS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Part I. Eligibility	
To be eligible for grant funding under this RFA, Applicants must provide evidence of:	
<ol style="list-style-type: none"> 1. Having a current or forthcoming MaineCare Provider Agreement; and 2. Being licensed or have the ability to obtain licensure through the Department's Division of Licensing and Certification for Behavioral Health Services to provide ACT. 	
<ol style="list-style-type: none"> 1. Does the Applicant have a current or forthcoming MaineCare Provider Agreement? 	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Provide a copy of their MaineCare Provider Agreement or describe the Applicant's plan for attaining a MaineCare Provider Agreement, included anticipated timelines, as applicable.
<ul style="list-style-type: none"> • Reference is made to a VC number expiring 6/30/2024 with anticipation of renewal. • Provider Agreement and OBH service contract attached 	
<ol style="list-style-type: none"> 2. Is the Applicant licensed or have the ability to obtain licensure through the Department's Division of Licensing and Certification for Behavioral Health Services to provide ACT? 	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Provide a copy of their current licensure for Behavioral Health Services to provide ACT, or describe the Applicant's plan for attaining the license, including anticipated timelines, as applicable.
<ul style="list-style-type: none"> • Licensed for ACT at other locations; will apply for a license at this location if awarded funding 	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Bridgton Application

DATE: 6/25/2024

EVALUATOR NAME: Adrienne Leahey

EVALUATOR DEPARTMENT: OBH DHHS

Part II. Priority Geographical Location	
<p>The Department intends to apply priority scoring to applications designed to provide ACT teams to communities:</p> <ol style="list-style-type: none"> Where there are currently no available ACT services within a thirty (30) mile radius; and/or Located within a Rural city/town; and/or Within Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties. 	
1. Are there no available ACT services within a thirty (30) mile radius of the proposed location?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
2. Will the ACT services be located in a Rural town/city?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
3. Will the ACT services be located in Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<ul style="list-style-type: none"> Bridgton is in Oxford County, has a population less than 5,000 people, application states there are no available ACT services in Maine within 30 miles of Bridgton 	

Part III. Experience and Capacity
<ul style="list-style-type: none"> 64 years providing BH services; ACT services since 2009; ACT teams in Cumberland and Oxford counties Provides: Crisis Center, adult services, co-occurring, CCBHC, residential treatment, Housing First, military and veteran community
<ul style="list-style-type: none"> Acquired Lewiston ACT team Running Cumberland ACT team for 16 years Good DACTS score moving towards implementation of the ACT Transition Readiness Scale Staff with credentials and experience Experience managing grants
<ul style="list-style-type: none"> Submission notes "n/a"
LITIGATION
<ul style="list-style-type: none"> Six cases, some settled, some ongoing

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 6/25/2024

EVALUATOR NAME: Adrienne Leahey

EVALUATOR DEPARTMENT: OBH DHHS

- Vehicle accidents (2), inappropriate sexual contact between minors, patient bruising, whistleblower termination

PART IV – Proposed ACT Services

A. Assertive Community Treatment Expansion

- Application repeats earlier information
- Meets expectations

- Application repeats earlier information
- Meets expectations

B. Project Workplan

- Full census after 12 months (50 clients)
- Staffing in place within 6 months
- Can be sustainable with MaineCare rates after 12 months

C. Operational Requirements

- Spurwink will staff the new ACT program to meet the fidelity scale requirements of ACT’s structurally prescriptive model. The multidisciplinary and cross-disciplinary team will consist of 8 (7.5 FTE) new staff trained in the ACT model
- Spurwink has maintained a 76% retention rate per fidelity standards in our ACT teams in the past two years.
- Spurwink staff receive regular, appropriate supervision at the required frequency based on their role and will have additional supervision available to them upon request. The ACT team meets five days per week.

- based out of Spurwink offices at 32 N High Street, Bridgton, ME. This office will be open during traditional business hours, though ACT services will follow a 24/7 model with staff flexing as needed to meet client needs and provide crisis response.

- Confirmed

D. Programmatic Requirements

- The team will be implemented using the same practices, policies, and procedures that are used by Spurwink’s existing ACT teams that have served Cumberland County, Saco, and Biddeford, for 16 years. These teams consistently receive high fidelity ratings on DACTS reviews, most recently receiving a 4.1 out of 5 in Nov-Dec 2023.

- Ongoing fidelity of the ACT model is audited by MaineCare annually, and when the state contracts with Case Western to provide DACTS fidelity reviews.
- Tools: EHR, HIN, internal reviews

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: OBH DHHS

<ul style="list-style-type: none">• Location in central Bridgton• Admission criteria• Partnerships with providers• Outreach at least 3 times
<ul style="list-style-type: none">• tailor services to individual client needs and provide seamless transitions across multiple levels of care• integrate with Tri-County Mental Health's partnership with Bridgton Hospital, Central Maine Health Center, and other community partners• Provide access to other Spurwink services• Support during hospital admission• After hours call system

Part V. Proposed Budget
Physical Structure Project
<ul style="list-style-type: none">• Renovations to waiting room and staff offices
Staffing and Movable Property Project
<ul style="list-style-type: none">• Primarily staffing costs, some furniture and equipment• Ramp up costs minus revenue
Budget Form
<ul style="list-style-type: none">• Requesting more than \$250k• Budget forms reflect reasonable costs

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Bridgton Application

DATE: 6/21/2024 and 6/24/2024

EVALUATOR NAME: Selina McGlaufflin

EVALUATOR DEPARTMENT: DHHS/OBH/CBHS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Part I. Eligibility	
To be eligible for grant funding under this RFA, Applicants must provide evidence of:	
<ol style="list-style-type: none"> 1. Having a current or forthcoming MaineCare Provider Agreement; and 2. Being licensed or have the ability to obtain licensure through the Department's Division of Licensing and Certification for Behavioral Health Services to provide ACT. 	
<ol style="list-style-type: none"> 1. Does the Applicant have a current or forthcoming MaineCare Provider Agreement? 	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Provide a copy of their MaineCare Provider Agreement or describe the Applicant's plan for attaining a MaineCare Provider Agreement, included anticipated timelines, as applicable.
<ul style="list-style-type: none"> • Agreement not provided . 7/1/2024 renewal has been submitted. 	
<ol style="list-style-type: none"> 2. Is the Applicant licensed or have the ability to obtain licensure through the Department's Division of Licensing and Certification for Behavioral Health Services to provide ACT? 	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Provide a copy of their current licensure for Behavioral Health Services to provide ACT, or describe the Applicant's plan for attaining the license, including anticipated timelines, as applicable.
<ul style="list-style-type: none"> • Applicant provided a copy of their current licensure for allowed services at the proposed location. Licensed to provide ACT services at other locations. Described steps to add licensure for ACT services to this location. 	

Part II. Priority Geographical Location

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

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APPLICANT NAME: Spurwink Services, Incorporated, Bridgton Application

DATE: 6/21/2024 and 6/24/2024

EVALUATOR NAME: Selina McGlaufflin

EVALUATOR DEPARTMENT: DHHS/OBH/CBHS

<p>The Department intends to apply priority scoring to applications designed to provide ACT teams to communities:</p> <ol style="list-style-type: none"> Where there are currently no available ACT services within a thirty (30) mile radius; and/or Located within a Rural city/town; and/or Within Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties. 	
<p>1. Are there no available ACT services within a thirty (30) mile radius of the proposed location?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>
<p>2. Will the ACT services be located in a Rural town/city?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>
<p>3. Will the ACT services be located in Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>
<ul style="list-style-type: none"> No available ACT services within 30 miles of proposed location. Proposed team will be based in Cumberland County and will serve clients in Oxford and Northern Cumberland County (specific towns/cities identified). Indicates service area populations have rural town designation. Provided data points on drug-induced death rates. Description of how portions of service area are HRSA designated Mental Health Shortage Areas. Described agency referral process. Indicated current waitlist for ACT services are unable to be reduced as no other service providers. Applicant acquired proposed location from TCMHS. Would serve 50 individuals. 	

Part III. Experience and Capacity	
<ul style="list-style-type: none"> Has provided ACT services in Cumberland County since 2009. Multiservice treatment provider with 64 years of diverse experience. Two teams in Cumberland County that also serve Saco and Biddeford (York). Described how ACT teams are part of Spurwink Adult Behavioral Health, which provides integrated, comprehensive services. 	
<ul style="list-style-type: none"> Acquired TCMHS and integrated Lewiston TCMHS ACT team in 4/2024 with plans to expand. Applicant is now the largest provider of behavioral health services in Androscoggin County. 	

**STATE OF MAINE
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EVALUATOR NAME: Selina McGlaufflin

EVALUATOR DEPARTMENT: DHHS/OBH/CBHS

<ul style="list-style-type: none"> • Described leadership involvement in overseeing ACT teams. • Able to maintain/sustain two teams in Cumberland County for many years. • Received high fidelity DACTS scoring and follows recommendations for improvement. • CCBHC in Cumberland County launched by SABH. • Implementing ACT Transition Readiness Scale to determine discharge criteria. • Shared recent response to recommendations to improve staff capacity to meet identified needs: CADC certification and increasing # of vocation specialist.
<ul style="list-style-type: none"> • Provided description of capacity. <ul style="list-style-type: none"> ○ 16 years of ACT services experience, 4.1/5 DACTS 2023 reviews. ○ Multiservice experience with diverse high-risk populations. ○ Demonstrated ability to receive and manage funding for innovative services/programs. Shared a recent success with LRCC.
<ul style="list-style-type: none"> • Applicant reported N/A.
LITIGATION
<ul style="list-style-type: none"> • Applicant named 6 and provided required information.

PART IV – Proposed ACT Services
A. Assertive Community Treatment Expansion
<ul style="list-style-type: none"> • Proposed ACT team will be located in Bridgton, Cumberland County and will provide services to towns/counties in Oxford and Northern Cumberland Counties.
<ul style="list-style-type: none"> • Identified geographic information. • Needs identified as well as contributing factors. • Service gaps for area described.
B. Project Workplan
<ul style="list-style-type: none"> • Provided a proposed workplan with anticipated timeframes for a timeline dependent on described factors. • Applicant addressed project phases as listed.
C. Operational Requirements
<ul style="list-style-type: none"> • Applicant described requested RFA operational requirements. • a. Indicates staffing will meet the fidelity scale requirements. Indicated existing organization infrastructure and hiring processes. • b. Indicated 76% retention rate over the past two years. Described factors that lead to successful retention. • c. and d. Described supervision and training available to ACT staff. Confidentiality included.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR DEPARTMENT: DHHS/OBH/CBHS

<ul style="list-style-type: none"> • Provided. Open 'business hours' though ACT services follow a 24/7 model.
<ul style="list-style-type: none"> • Applicant provided statement affirming with identified contingent factors.
<p>D. Programmatic Requirements</p>
<ul style="list-style-type: none"> • Applicant familiar with ACT Fidelity Standards and DACTS measure and indicated consistently high fidelity ratings with their current ACT teams. • Indicated care will also be provided in accordance with MaineCare regulations. • Provided further description of 24/7 coverage process.
<ul style="list-style-type: none"> • Identified annual MaineCare audit and State contracted DACTS fidelity reviews. • Applicant uses other measures which are tracked in EHR as part of their Plan of Care review process. • ED visit alerts from HealthInfoNet Maine. • Has internal reviews with adjusted performance plans as necessary.
<ul style="list-style-type: none"> • Described recruitment, engagement and retention. Included key approaches based on client's personal preferences and stage of change.
<ul style="list-style-type: none"> • Applicant provided a description. <ul style="list-style-type: none"> ○ Integrating TCMHS previous partnership with community partners as part of continuum of care. ○ Has experience with community provider/service collaboration and coordination from current ACT services and can access services provided by other programs within the agency.

<p>Part V. Proposed Budget</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> • Applicant provided description of renovations with anticipated cost.
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> • Applicant provided description of proposed staffing and equipment/technology costs.
<p>Budget Form</p>
<ul style="list-style-type: none"> • Budget form was provided with requested breakdown. • Applicant's request exceeded the cap, provided justification for request.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Bidder Services, Incorporated, Bridgton Application

DATE: 6/24/2024

EVALUATOR NAME: Debra Poulin

EVALUATOR DEPARTMENT: DHHS/OBH

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Individual Evaluator Comments:

Part I. Eligibility	
To be eligible for grant funding under this RFA, Applicants must provide evidence of:	
<ol style="list-style-type: none"> 1. Having a current or forthcoming MaineCare Provider Agreement; and 2. Being licensed or have the ability to obtain licensure through the Department’s Division of Licensing and Certification for Behavioral Health Services to provide ACT. 	
<ol style="list-style-type: none"> 1. Does the Applicant have a current or forthcoming MaineCare Provider Agreement? 	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Provide a copy of their MaineCare Provider Agreement or describe the Applicant’s plan for attaining a MaineCare Provider Agreement, included anticipated timelines, as applicable.
•	
<ol style="list-style-type: none"> 2. Is the Applicant licensed or have the ability to obtain licensure through the Department’s Division of Licensing and Certification for Behavioral Health Services to provide ACT? 	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Provide a copy of their current licensure for Behavioral Health Services to provide ACT, or describe the Applicant’s plan for attaining the license, including anticipated timelines, as applicable.
<ul style="list-style-type: none"> • If awarded, Bidder will need to add the proposed ACT location to an existing license to provide ACT services. 	

Part II. Priority Geographical Location

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

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APPLICANT NAME: Bidder Services, Incorporated, Bridgton Application

DATE: 6/24/2024

EVALUATOR NAME: Debra Poulin

EVALUATOR DEPARTMENT: DHHS/OBH

<p>The Department intends to apply priority scoring to applications designed to provide ACT teams to communities:</p> <ol style="list-style-type: none"> 1. Where there are currently no available ACT services within a thirty (30) mile radius; and/or 2. Located within a Rural city/town; and/or 3. Within Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties. 	
<p>1. Are there no available ACT services within a thirty (30) mile radius of the proposed location?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>
<p>2. Will the ACT services be located in a Rural town/city?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>
<p>3. Will the ACT services be located in Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>
<ul style="list-style-type: none"> • P-all communities served will be rural • P-no ACT teams within a 30 mile radius • P-already have building secured • P-provided strong data supporting geographical need 	

<p>Part III. Experience and Capacity</p> <ul style="list-style-type: none"> • P-Agency has 64 years of experience providing behavioral health services to people of all ages • P-Have provided ACT services since 2009 in Cumberland County • P-Currently operate 2 ACT teams that meet Fidelity Standards • P-Is COA accredited • P-Members of Child Welfare League of America and American Association of Children’s Residential Centers • P-Bidder has over 25 years of experience offering adult behavioral health services and currently offers a continuum of Adult Behavioral Health services to include ACT, Opioid Health Home, Behavioral Health Home, Medication Management, Co-occurring residential treatment, Recovery Residence (in partnership with Community Housing of Maine, Milestone Recovery, Long-term Stayers Workgroup, Emergency Shelter Assessment Committee), Adult residential treatment
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**STATE OF MAINE
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APPLICANT NAME: Bidder Services, Incorporated, Bridgton Application

DATE: 6/24/2024

EVALUATOR NAME: Debra Poulin

EVALUATOR DEPARTMENT: DHHS/OBH

<ul style="list-style-type: none"> • P-Bidder recently joined with Tri-County Mental Health and acquired their Lewiston-based ACT Team • P-Currently operates 2 ACT teams • P-Maintains adherence to fidelity standards and implements improvement plans based on DACTS reviews • P-Leadership structure and oversight exists • P-Has experience managing multiple grant awards successfully
<ul style="list-style-type: none"> • P-Experience with successful long-term operations of ACT teams • P-Expansion of geographical presence of organization into Lewiston and surrounding areas • P-Consistent high fidelity scores • P-Extensive clinical expertise with Serious Mental Illness, vulnerable populations, co-occurring disorders, homelessness • P-Long history of delivering intensive behavioral health services to adults with SMI and co-occurring SUD.
<ul style="list-style-type: none"> • None noted
LITIGATION
<ul style="list-style-type: none"> • 6 cases listed, 3 are open and ongoing, 3 were settled • Q-cases don't seem relevant to current RFA

PART IV – Proposed ACT Services
A. Assertive Community Treatment Expansion
<ul style="list-style-type: none"> • P-The ACT team will be located in a priority community • P-ACT team will be located in Bridgton without any other ACT teams in a 30 mile radius • P-Bridgton is considered rural • P-ACT team will serve Oxford and Northern Cumberland Counties, all with communities that fall into the rural town designation (Oxford County-Denmark, Fryeburg, Lovell, Otisfield, Oxford, Sweden, Waterford), (No. Cumberland County-Bridgton, Casco, Harrison, Naples, Sebago) • P-Provided data to support rurality and need • P-Some areas within this proposed service area are considered Mental Health Shortage Areas which is a HRSA designation
B. Project Workplan
<ul style="list-style-type: none"> • P-Workplan was comprehensive and reflected understanding of DACTS required staffing • P-Marketing plan included outreach to potential community partners that were

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Bidder Services, Incorporated, Bridgton Application

DATE: 6/24/2024

EVALUATOR NAME: Debra Poulin

EVALUATOR DEPARTMENT: DHHS/OBH

<ul style="list-style-type: none"> identified by organization name • P-All required elements of the plan were addressed completely
C. Operational Requirements
<ul style="list-style-type: none"> • Project workplan and RFA addressed hiring, staffing model, supervision and training comprehensively
<ul style="list-style-type: none"> • Physical location as identified in multiple places as were hours of operation which are business hours and then also intended to be 24/7 when on-call is factored in.
<ul style="list-style-type: none"> • P-Bidder has a history of operating ACT teams for 16 years and going • P-RFA notes a plan to operate for at least 3 years once new ACT team is established.
D. Programmatic Requirements
<ul style="list-style-type: none"> • P-addresses mental health, medical health, substance use recovery, improving psychosocial functioning • P-Demonstrates understanding of Section 17 of MaineCare policy under which ACT falls • P-Noted plan to provide DACTS required services and plan for how to operationalize delivery of those services and meet fidelity standards
<ul style="list-style-type: none"> • P-ACT is audited by MaineCare annually • P-OBH contracts with Case Western to provide periodic on-sight DACTS fidelity reviews • P-Outlined use of additional tools for monitoring such as electronic health record, Health Info Net • P-Plan for internal DACTS reviews for ongoing monitoring of fidelity
<ul style="list-style-type: none"> • P-Recruitment-Location, partnerships with referral entities that are identified in proposal • P-Engagement-Home and community outreach, outreach to encampments and other known gathering places in the community, coordination with other community partners • P-Retention-Discussed relationship building with clients and natural supports though face to face contact on a regular basis, clinically appropriate engagement and treatment modalities, low-barrier access to ongoing care and treatment
<ul style="list-style-type: none"> • P-Description of plan is comprehensive to include consideration for crisis services and hospitalization as well as coordination of care • P-Bidder has an existing continuum of care that can support continuity even while client transitions out of ACT

**STATE OF MAINE
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Part V. Proposed Budget
Physical Structure Project
<ul style="list-style-type: none">Funds requested for 2 renovations that are allowable: waiting area, staff offices
Staffing and Movable Property Project
<ul style="list-style-type: none">Budget presented included allowable expenses
Budget Form
<ul style="list-style-type: none">Budget form submitted and included all required elements

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Lewiston Application

DATE: 6/14/2024, 6/20/2024

EVALUATOR NAME: Patrick Bouchard

EVALUATOR DEPARTMENT: Office of Behavioral Health

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Part I. Eligibility	
<p>To be eligible for grant funding under this RFA, Applicants must provide evidence of:</p> <ol style="list-style-type: none"> 1. Having a current or forthcoming MaineCare Provider Agreement; and 2. Being licensed or have the ability to obtain licensure through the Department's Division of Licensing and Certification for Behavioral Health Services to provide ACT. 	
<p>1. Does the Applicant have a current or forthcoming MaineCare Provider Agreement?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p><input checked="" type="checkbox"/> Provide a copy of their MaineCare Provider Agreement or describe the Applicant's plan for attaining a MaineCare Provider Agreement, included anticipated timelines, as applicable.</p>
<ul style="list-style-type: none"> • Has current MaineCare Provider Agreement. Provided a copy of OBH grant funded contract with application. • Requirement Met. 	
<p>2. Is the Applicant licensed or have the ability to obtain licensure through the Department's Division of Licensing and Certification for Behavioral Health Services to provide ACT?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p><input checked="" type="checkbox"/> Provide a copy of their current licensure for Behavioral Health Services to provide ACT, or describe the Applicant's plan for attaining the license, including anticipated timelines, as applicable.</p>
<ul style="list-style-type: none"> • Provided copy of current Mental Health agency license. Valid until 6/15/2025. • Current provider of ACT in Lewiston- 1155 Lisbon Street. • Requirement met. 	

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EVALUATOR NAME: Patrick Bouchard

EVALUATOR DEPARTMENT: Office of Behavioral Health

Part II. Priority Geographical Location	
<p>The Department intends to apply priority scoring to applications designed to provide ACT teams to communities:</p> <ol style="list-style-type: none"> Where there are currently no available ACT services within a thirty (30) mile radius; and/or Located within a Rural city/town; and/or Within Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties. 	
<p>1. Are there no available ACT services within a thirty (30) mile radius of the proposed location?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>
<p>2. Will the ACT services be located in a Rural town/city?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>
<p>3. Will the ACT services be located in Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>
<ul style="list-style-type: none"> The proposed location does not meet the geographical area of focus. Bidder is submitting proposal to expand current ACT Program in Lewiston. Current Waitlist for service exceeds capacity of the current team/ACT resources in area. Bidder proposes to expand ACT for another 20 consumers (85 ACT slots total) 	

Part III. Experience and Capacity
<ul style="list-style-type: none"> Bidder has an established team in Lewiston. 64 years of experience providing behavioral health and substance use disorder services ACT provider since 2009. Licensed as a MH, SUD and Private Special Purpose School. 16 years providing ACT services Provides ACT with 2 teams for Cumberland County (also serves Saco and Biddeford area). Bidder identifies meeting ACT fidelity standards. 2023 ACT Fidelity Review: 4.1 out of 5. Acquired Lewiston ACT Team and other mental health services in April 2024 as agency acquired Tri-County Mental Health Services. Largest provider of Behavioral Health Services in Androscoggin County.

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DATE: 6/14/2024, 6/20/2024

EVALUATOR NAME: Patrick Bouchard

EVALUATOR DEPARTMENT: Office of Behavioral Health

<ul style="list-style-type: none"> • CCBHC for Cumberland County • Provider of Living Room Crisis Center • Provides MH and SUD residential services.
<ul style="list-style-type: none"> • 16 years' experience providing ACT • Bidder plans to expand current service delivery and not develop a new team for this area. • Recent Fidelity Monitoring Feedback • Leadership has years of experience with ACT. • Implemented recommendations from fidelity review to increase groups and staffing.
<ul style="list-style-type: none"> • Bidder reports history of high fidelity reviews • Bidder notes success of programs in Portland (Living Room Crisis Center, ACT, etc.)
<ul style="list-style-type: none"> • Bidder did not identify any current issues/concerns.
LITIGATION
<ul style="list-style-type: none"> • Bidder provided the requested information. • Requirement met.

PART IV – Proposed ACT Services
A. Assertive Community Treatment Expansion
<ul style="list-style-type: none"> • Expand current ACT Team located in Lewiston, Maine. • Bidder identifies expanded team will serve Lewiston/Auburn area including: Durham, Greene, Leeds, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner and Wales.
<ul style="list-style-type: none"> • Increasing access to mental health treatment services for individuals that lack insurance or clinical services. • Insufficient services for veterans, individuals with SUD • Portions of service area are identified as Mental Health Shortage Areas (HRSA designation) • Ongoing waitlist for ACT services in this region. • Sole provider of ACT for this service area. • Increase capacity to 85 ACT slots (individuals)
B. Project Workplan
<ul style="list-style-type: none"> • Work plan provided with RFA submission. • Time frames provided • Requirement met.
C. Operational Requirements

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<ul style="list-style-type: none"> Operational plan includes adhering to DACTS- ACT Fidelity Standards. Met Requirements
<ul style="list-style-type: none"> 1155 Lisbon Street, Lewiston, Maine Office will be open traditional business hours- ACT services will be available 24/7 coverage Will serve members within a 30-mile radius of office.
<ul style="list-style-type: none"> Bidder plans to open for referrals after staff are trained and oriented (within 3 months of award). Referenced 16-years providing ACT services in Cumberland County as commitment to sustaining the service Bidder meets requirements.
D. Programmatic Requirements
<ul style="list-style-type: none"> Met requirement
<ul style="list-style-type: none"> Bidder will implement quarterly internal reviews using the DACTS scale DACTS review by the Department
<ul style="list-style-type: none"> Establish partnerships with community resources and corrections A minimum of 3 outreach attempts to engage referred individuals. Requirement met.
<ul style="list-style-type: none"> Bidder will utilize pre-existing relationships/partnerships Work with psychiatric hospitals, crisis, etc, in the event that member is hospitalized. Provide continuum of behavioral health services Requirements met.

Part V. Proposed Budget
Physical Structure Project
<ul style="list-style-type: none"> No Physical Plant needs identified by bidder.
Staffing and Movable Property Project
<ul style="list-style-type: none"> Anticipates hiring 2 new case managers Anticipates hiring ½ time Psych NP. Included costs for Office Furniture (desks/chairs) and Laptops and Cellphones for 3 new employees.
Budget Form
<ul style="list-style-type: none"> Provided budget information. Total Request does not exceed \$250,000.

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RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Lewiston Application

DATE: 6/17/24, 6/18/24 & 6/24/24

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Part I. Eligibility	
<p>To be eligible for grant funding under this RFA, Applicants must provide evidence of:</p> <ol style="list-style-type: none"> 1. Having a current or forthcoming MaineCare Provider Agreement; and 2. Being licensed or have the ability to obtain licensure through the Department’s Division of Licensing and Certification for Behavioral Health Services to provide ACT. 	
<p>1. Does the Applicant have a current or forthcoming MaineCare Provider Agreement?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p><input type="checkbox"/> Provide a copy of their MaineCare Provider Agreement or describe the Applicant’s plan for attaining a MaineCare Provider Agreement, included anticipated timelines, as applicable.</p>
<ul style="list-style-type: none"> • Bidder stated that they included their current MaineCare Provider Agreement in their proposal, this evaluator was unable to locate such in the proposal. • Bidder provided their VC and included a copy of a current contract with OBH. • Bidder stated that they have submitted for their MaineCare Provider Agreement renewal, to be reinstated for next year’s period of 7/1/24-6/30/25 (current MaineCare Agreement Bidder indicates is only valid through 6/30/24). 	
<p>2. Is the Applicant licensed or have the ability to obtain licensure through the Department’s Division of Licensing and Certification for Behavioral Health Services to provide ACT?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p><input checked="" type="checkbox"/> Provide a copy of their current licensure for Behavioral Health Services to provide ACT, or describe the Applicant’s plan for attaining the license, including anticipated timelines, as applicable.</p>

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- Bidder included a copy of their license in their Word formatted response; noting Mental Health Agency licensure, including licensure for Community Support Services.
- Licensure includes provision of ACT at Bidder’s locations in Lewiston and Portland, ME (Bidder is looking to expand ACT at their Lewiston location).

Part II. Priority Geographical Location

The Department intends to apply priority scoring to applications designed to provide ACT teams to communities:

1. Where there are currently no available ACT services within a thirty (30) mile radius; and/or
2. Located within a Rural city/town; and/or
3. Within Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties.

<p>1. Are there no available ACT services within a thirty (30) mile radius of the proposed location?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>
<p>2. Will the ACT services be located in a Rural town/city?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>
<p>3. Will the ACT services be located in Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>

- Bidder stated that their proposed expanded ACT team would be based out of their 1155 Lisbon Street location in Lewiston, with location and ACT team acquired 4/1/24, from their Tri-County Mental Health (CMH) purchase.
- Bidder stated that current waitlists in Lewiston for ACT exceed their current ACT teams’ capacity, while maintaining fidelity standards; with the current staffing ratio allowing service provision to 65 individuals. Bidder’s proposed expansion would increase their capacity such that they could provide services to 85 individuals instead.

Part III. Experience and Capacity

- Bidder stated that they are a Maine-based non-profit agency with 64 years of experience providing behavioral health care, SUD services and support services.

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EVALUATOR DEPARTMENT: Office of Behavioral Health

- Bidder stated that they have provided ACT services for Cumberland County since their 2009 inception in Maine.
- Bidder stated that they are licensed as a Mental Health Facility at the “Full-Service Level”, as a SUD provider and as a Private Special Purpose School.
- Bidder stated that they are accredited by the Council on Accreditation for Children and Family Services and is a member of the Child Welfare League of America and the American Association of Children’s Residential Centers.
- Bidder stated that they are also licensed as a Foster Care CPA Level of Care Placing Facility Agency, and they maintain an Alcohol and Drug Treatment license.
- Bidder stated they have been providing ACT for 16 years through two teams in Cumberland County, which also serve the Saco and Biddeford area In York County.
 - Bidder described their current ratio of staff, a multidisciplinary team that Bidder states maintains a ratio of at least 1 staff person for every 10 clients; serving approximately 100 clients with 12 FTE staff.
 - Bidder stated that in Nov-Dec 2023, Case Western Reserve University conducted a fidelity review of ACT teams for the State, and the Bidder received an overall fidelity rating of 4.1 out of 5. Bidder stated that they used the result for their continuous quality improvement plan.
- Bidder stated that they acquired Tri-County Mental Health in April 2024, including their established ACT program (Lewiston).
 - Bidder stated that they are now the largest provider of behavioral health services in Androscoggin County, is the accredited Community Mental Health Center and “the principal service provider of integrated behavioral health and SUD treatment”.
- Bidder referenced their Spurwink Adult Behavioral Health (SABH) work, previously known as the Portland Help Center, which Bidder stated has over 25 years of experience providing mental health care to vulnerable (not specified) and low-moderate income populations in the greater Portland area.
 - Bidder stated that SABH serves nearly 1,200 adults each year with SMI and SUD, particularly opioid use.
- Bidder stated that they served 858 clients across their ACT, Opioid Health Home, Behavioral Health Home and Medication Management programs.
- Bidder stated that they opened the Living Room Crisis Center (LRCC) in Portland’s Bayside neighborhood in March 2022.
- Bidder stated that they were recently awarded a Certified Community Behavioral Health Clinic (CCBHC) SAMHSA grant for Cumberland County.

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EVALUATOR DEPARTMENT: Office of Behavioral Health

- | |
|--|
| <ul style="list-style-type: none">• Bidder stated that they also recently launched two residential programs for adults with co-occurring SMI and SUD: a specific Residential Treatment program (Bigelow), and a Housing First Mental Health Recovery Residence (Ashlea’s Place).• Bidder stated that they also recently launched Kineo, a residential behavioral health treatment program that provides services similar to Bigelow, but with a focus on older adults with SMI.• Bidder stated that their integration with Tri-County Mental Health (TCMH) will also include integration of three additional similar programs in Tri-County’s service area.• Bidder referenced TCMH’s provision of mental health and medical services to the military and veteran community, “when services are not provided directly by the VA”. Bidder stated that they are adding suicide initiative and care coordination services for co-occurring disorders “among service members and veterans of the National Guard.” |
| <ul style="list-style-type: none">• Bidder stated that prior to their acquisition of Tri-County Mental Health (TCMH) on April 1,2024, TCMH’s ACT team based out of 1155 Lisbon Street in Lewiston has acted as the current ACT provider for the region for 16 years. Bidder stated that this ACT team has a high fidelity DACTS score, demonstrating the ability to “seamlessly and successfully expand services in the Lewiston area and surrounding Androscoggin County communities”.• Bidder stated that they maintain small caseload standards and maintain a 99% fully staffed team.• Bidder stated that they adhere to the MaineCare Section 17 eligibility requirements.• Bidder stated that they provide community-based services, with 88% of face-to-face contacts occurring in the community.• Bidder stated that they also engage in “checking at local encampments”.• Bidder stated that they received recommendations for their Portland-based ACT team which resulted in a new group for SUD counseling, increased number of staff with Certified Alcohol and Drug Counselor (CADC) certification, added two vocational specialists and are working on increasing training in this area.<ul style="list-style-type: none">○ Bidder stated that the team is also working towards implementation of the ACT Transition Readiness Scale for ACT client discharge criteria.• Bidder listed staff bios and experience of their current ACT teams’ leadership staff, listed positions of leadership were VP of Adult Behavioral Health; Senior Direct of Spurwink Adult Behavioral Health; Director of Spurwink Adult |

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EVALUATOR DEPARTMENT: Office of Behavioral Health

<p>Behavioral Health; ACT Team Leader for Portland; and ACT Team Leader for Lewiston.</p> <ul style="list-style-type: none">• Bidder stated that they have managed “robust” grants programs from “foundation, corporate, United Way, local government, States, and Federal funders”.• Bidder stated that they managed nearly \$7 million in grant funds in FY23.• Bidder stated that they were awarded a City of Portland Community Development Block Grant (CDBG) in 2018, which helped them launch their Medication Assisted Treatment (MAT) program; and they received State funds to pilot the State’s first crisis receiving center (Living Room Crisis Center) in 2022.• Bidder stated that they were awarded and continue to manage State contracts for: Treatment Foster Care; Functional Family Therapy in Cumberland, York and Androscoggin Counties; Statewide Adoption Foster and Resource Family Services (foster care recruitment and adoption matching); and their current Clinical Consultation and Support Services to Maine’s OCFS Child Protective Services.• Bidder stated that they managed a 4-year \$2 million National Child Traumatic Stress Initiative grant through federal SAMHSA funding to pilot a Trauma Systems Therapy for Refugees. Bidder stated that they were awarded a second SAMHSA grant of \$1.6 million to expand this pilot in 2022.• Bidder reiterated their awarded grant for CCBHC implementation, to serve Cumberland County at almost \$4 million in 2022.• Bidder stated that they also managed a federal Department of Education Investing in Innovation 4-year \$20 million grant in 2016.
<ul style="list-style-type: none">• Bidder reiterated their 16 years of providing ACT services in Cumberland County and York County (Biddeford and Saco area); and TCMH’ 16 years of providing ACT services in the Lewiston/Auburn area.• Bidder reiterated the Nov-Dec 2023 fidelity rating of 4.1 out of 5 that they received for their ACT team services in Cumberland County.• Bidder stated their team is also currently working with the newly acquired team from TCMH (currently serving Lewiston) in order to implement their high-fidelity standards of practice, while also incorporating TCMH’s existing highly rated practices.• Bidder referenced their clinical experience in trauma informed practices; child and adult mental health and developmental disorders treatment; and their experience providing services to vulnerable populations, including refugee and immigrant families, and adults with SMI and/or co-occurring SUD.

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- Bidder stated that with the launch of their Living Room Crisis Center (LRCC) last year, they have already seen improvements: LRCC clients were not arrested or utilizing Emergency Department services since the start of the program; and although there were 11 police Narcan reversals last year, Bidder stated that “there were none to date this year”.
- Bidder stated that all ACT team clients have a history of psychiatric hospitalization, majority have co-occurring mental illness and SUD, with nearly a quarter being homeless. Bidder stated that of those who are unhoused, 100% have a co-occurring SUD.
- Bidder described some SABH clients need care management and some need time-limited intensive intervention.
- Bidder stated that SABH assists all clients in meeting individualized objectives, tailoring their level of intervention to fit each client, and will carry this into their expanded ACT team in Lewiston.

- Bidder wrote N/A.

LITIGATION

- Six lawsuits listed; with litigation ongoing for 3 of the 6 lawsuits listed. One of the ongoing lawsuits was for Spurwink NH.
- The remaining 3 noted as “Settled” did not include a description of outcome.
- Case numbers are only listed as numbers 1-5, unclear if these are the actual case numbers.
- Litigation potentially related.

PART IV – Proposed ACT Services

A. Assertive Community Treatment Expansion

- Bidder stated that they will use their Spurwink location at 1155 Lisbon Street, Lewiston, in Androscoggin County for the location of their expanded ACT team.
- Bidder stated that they acquired this location and the current ACT team on 4/1/24 from their Tri-County Mental Health (TCMH) acquisition.
- Bidder stated that services will be available throughout Androscoggin County and the greater Lewiston/Auburn area, including Durham, Greene, Leeds, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner and Wales.

- Bidder stated that the service area has been strongly affected by the pandemic, with rising housing and food costs, opioid epidemic and an increasing need for mental health services.
- Bidder stated that service gaps to be addressed include limited or no access to clinical services from behavioral health treatment providers for those who lack

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insurance; “insufficient services for veterans, individuals with SUD, and rural populations with elevated poverty levels”.

- Bidder stated that portions of the service area have a HRSA designation as Mental Health Shortage Areas. Top concerns for the area include limited mental health service availability, long waitlists, and use of the emergency department for mental health needs.
- Bidder stated that in 2019, the overdose death rates in Androscoggin were 30.5 per 100,000; and they increased to 47.9 per 100,000 in 2020 (no source for data provided).
- Bidder stated that almost 13% of residents have incomes that are below the federal poverty level, which is higher than the State rate of 10.8% (no source for data provided).
- Bidder stated that their Lewiston ACT team has consistently maintained a waitlist that is equal to or greater than what they are proposing to serve as part of the expansion.
- Bidder described their referral receipt and waitlist process; noting that while waitlist numbers can vary anywhere from 15-35, the waitlists for ACT services in Lewiston “far exceed” their current ACT teams’ capacity, while maintaining fidelity standards. Bidder also noted that there are no other ACT service providers in their proposed expansion area.
- Bidder stated that their current staffing ratios allow for services to be provided to 65 individuals, and that their proposed expansion would increase that capacity to 85 individuals (an increase of 20 clients).

B. Project Workplan

- 1.a. – Bidder stated that their MaineCare Provider Agreement is valid through 6/30/2024, and they have submitted a renewal for the next period: 7/1/24-6/30/25.
- 1.a. - Regarding Mental Health Agency licensing – Bidder stated that their current license to provide ACT is a “full License to operate a Mental Health Agency”, is valid from 3/25/24 – 6/15/25, and includes the license for Bidder to provide ACT team services at their 1155 Lisbon Street location in Lewiston.
- 1.b. – Expanded ACT team will serve Androscoggin County residents within a 30-mile radius of their location in Lewiston (1155 Lisbon Street). This includes Auburn, Durham, Greene, Leeds, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner and Wales.
 - Bidder stated that they anticipate the expanded team to be available for referrals once staff are hired and oriented – with an anticipated timeline of 3 months after notice of award and anticipate reaching full census by 6 months after award.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Lewiston Application

DATE: 6/17/24, 6/18/24 & 6/24/24

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- 1.c. - Bidder stated that renovations would include rearrangement of office spaces to accommodate additional team members (with offices, workspaces and other physical space needs accommodated by existing space) and addressing of IT requirements (e.g., laptops and cellphones, with ordering and coordination to be completed through Bidder's IT department).
 - Bidder indicated that they anticipate renovations to be completed within 3 months of notice of award.
- 1.d. – Bidder stated that they will post open positions for two additional ACT Case Managers and 1 (.5FTE) Psychiatric Nurse Practitioner (Psych-NP) upon notice of award.
 - Bidder stated they will utilize creative recruitment and signing incentives.
 - Bidder stated that they will conduct their interview process and hire the three new staff (2.5FTE total) within three months of award – with hiring oversight conducted by their Director of Spurwink Adult Behavioral Health and their Lewiston ACT Team Leader. Bidder stated that their HR team would provide orientation upon hire, with the anticipated timeline of completion within three months of award.
 - Bidder stated that if not certified upon hire, Case Managers and employment specialists would be enrolled in the next available MHRT training (within 90 days of hire). Bidder stated that the Lewiston ACT Team Leader will assist with such.
 - Bidder stated that they will provide training and orient staff upon hire, within three months of award notification. This includes orienting new staff to DACTS, ACT team required functions and core components of high-fidelity ACT and set up shadowing of existing ACT teams. Training would be coordinated by the Lewiston ACT Team Leader and facilitated by all members of the ACT team.
- 1.e. – Bidder stated that they anticipate their expanded team will be open for referrals once staff are hired and oriented, with an anticipated timeline of 3 months following date of award. Bidder stated they expect to continue ramping up services while maintaining fidelity standards for their onboarding clients, not to exceed 6 clients per month, with the goal of reaching full census within 6 months of date of award.
- 1.f. – Bidder stated that their current staffing ratios allow for services to be provided to 65 individuals, and that their proposed service expansion would increase this capacity to 85 individuals (an increase of 20 individuals served).
- 1.g. – Bidder stated that their proposed expansion would grow their Lewiston based ACT team from 1.3 ACT teams (65 clients) to 1.7 ACT teams (85 clients).

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

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EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- 1.g.i. Bidder reiterated their referral process, following Section 17 requirements, and noted that while the number of people on their waitlist can vary from 15-35, “waitlists for ACT services in Lewiston far exceed the current ACT teams’ capacity while maintaining fidelity standards, and there are no other providers for ACT services in the proposed expansion area”.
- 1.h. – Bidder stated they would follow MaineCare Section 17 admission requirements; and prior to accepting referrals, they will establish partnerships with potential referral sources including St. Mary’s Hospital, Central Maine Health Care Systems, crisis services, correctional facilities, and other community partners. Bidder stated that they would also reach out to the State to identify key stakeholders and referral sources. Bidder stated that they would make at least 3 outreach attempts to engage with referred individuals.
- 1.i. – Bidder stated that they expect the second half of their program year to not result in a deficit once the expanded team reaches full census, based on current reimbursement rates. Bidder stated that initial start up costs will be a one-time occurrence and reimbursement rates will cover staff time and office expenses.
- 2 and 2a – Bidder did not address providing a final workplan to the Department within 10 business days of the start of the contract period; and did not address providing the Department with updates to the workplan (if/when changes are made to timeline) within 7 calendar days of change identification.

C. Operational Requirements

- 1.a. – Bidder stated that they would staff the expanded ACT program “to meet the fidelity scale requirements of ACT’s structurally prescriptive model.”
 - Bidder stated that their multidisciplinary and cross-disciplinary team will have 14 (13.5 FTE) staff trained in the ACT model.
 - Bidder stated that their team would consist of 1.5 FTE Psychiatric Nurse Practitioner (.5 FTE being expanded); 1 FTE Team Leader; 1 FTE Clinician; “1 FTE Substance Abuse Specialist/Case Manager”; 1 FTE Vocational Specialist/Case Manager; 1 FTE Certified Intentional Peer Support Specialist (CIPSS), 2 FTE Registered Nurses, and 5 FTE Case Managers (2FTE being expanded).
 - Bidder stated that they will hire for 2 FTE Case Managers and for one .5 FTE Psych-NP utilizing their existing organizational infrastructure and hiring processes for staff, and they will require that clinicians and team leads maintain an active Maine LCSW, LMSW-cc, LCPC, or LCPC-cc license.
 - Bidder stated the SUD clinician position requires a CADC or LADC.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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DATE: 6/17/24, 6/18/24 & 6/24/24

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- Bidder stated that they will utilize signing initiatives, annual raises and “diligent and creative recruiting including targeted online advertising and attendance at job fairs” for recruitment and retention.
- Bidder stated that their VP of Adult Behavioral Health, Living Room Crisis Center Program Director and Director of Adult Behavioral Health Services will provide oversight to the program.
- 1.b. – Bidder stated that they have maintained a 76% retention rate per fidelity standards in their ACT teams in the past two years.
 - Bidder claimed their maintenance of high-fidelity scores in ACT services helps contribute to their staff retention through low client to staff ratio, a strong team approach and adherence to the evidence-based model.
 - Bidder stated that Team Leaders also facilitate team outings; work with staff on “growth plans”; encourage further education and training; monitor for signs of burnout and support self-care.
- 1.c. & d. – Bidder stated that orientation occurs at an agency and program level. Bidder stated that ongoing training and supervision are provided through “daily group supervision in team meetings with psychiatric providers”; spontaneous consult with peers and supervisors; “workshops, trainings, or courses related to vocational services, co-occurring treatment, psychopharmacology, and other relevant topics”; and annual performance evaluation, which includes time spent on annual training goals.
 - Bidder stated that staff receive regular supervision at the required frequency based on their role, with additional supervision available upon request.
 - Bidder stated that their ACT teams meet five days a week and all staff are expected to attend five days per week; with “prescribers” attending once per week. Bidder stated that team meetings usually last about an hour in length, except for Fridays when they run for 90 minutes; and all clients are reviewed at each meeting.
 - Bidder stated that staff in positions required to provide supervision are also provided with training and given time within their work schedules to ensure such.
 - Bidder stated all staff receive an orientation to the DACTS scale, required functions and core components of high-fidelity ACT, which includes the Assertive Engagement Protocol.
 - Bidder stated that their employees will receive orientation upon hire and will receive ongoing training regarding the requirements of HIPAA, FERPA and related confidentiality and privacy of information practices.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Lewiston Application

DATE: 6/17/24, 6/18/24 & 6/24/24

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

<ul style="list-style-type: none"> ○ Bidder stated that 're-training' happens annually, "and promptly as needed".
<ul style="list-style-type: none"> ● Bidder stated that they are headquartered at their 901 Washington Ave location in Portland, and that the proposed expanded ACT team will be based out of their offices at 1155 Lisbon Street in Lewiston. ● Bidder stated that their office will be open during "traditional business hours"; however, ACT services will follow the 24/7 model, with staff flexing as needed in order to meet client needs and provide response to crisis. Bidder did not specify the specific hours they intend to have their office open, aside from describing it as "traditional business hours". ● Bidder stated that, following fidelity standards, they will maintain the standard of 88% of face-to-face contacts taking place in the clients' residing community. ● Bidder stated that their expanded team will provide services to residents within 30 miles of their Lewiston office, "primarily serving Androscoggin Counties."
<ul style="list-style-type: none"> ● Bidder stated that if awarded, they will open for referrals after staff hire and orientation. Bidder anticipates the timeline to be 3 months following award. ● Bidder stated that services would continue to be provided to communities in Androscoggin County for at least 3 years after the first date of referral opening, pursuant to contract terms. ● Bidder stated that they have a history of maintaining ACT teams in Cumberland County for 16 years, demonstrating their commitment to sustaining ACT services, so long as there is need in the community.
<p>D. Programmatic Requirements</p>
<ul style="list-style-type: none"> ● Bidder stated that the expanded ACT team will be part of their Spurwink Adult Behavioral Health (SABH). ● Bidder stated that their SABH ACT team will provide care according to MaineCare Section 17 regulations, and the DACTS. ● Bidder stated services will include medication management; case management; vocational and pre-vocational services and support; peer support services; co-occurring treatment services (mental health and SUD); assertive community outreach services; working with the natural support system (family, friends, landlords, employers); and 24/7 Crisis Intervention services. ● Bidder stated their ACT team will provide coverage 24/7, consistent with fidelity standards for crisis service responsibility. ● Bidder stated they would use a dedicated cell phone that is rotated between staff on separate Monday to Friday and weekend rotations; ensuring individuals calling the phone are directly connected with a team member.

**STATE OF MAINE
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EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

<ul style="list-style-type: none">• Bidder stated that the cell phone number is shared with clients and local hospitals.• Bidder stated that their team will meet fidelity standards “for responsibility for hospital response” through maintaining involvement with all (100%) of client admissions and discharges.• Bidder stated that clients would be served on a “time-unlimited basis”, and they will maintain a rate of less than 5% of clients “graduating” annually.• Bidder stated that they will offer individualized SUD and Dual Disorder Treatment through structured individualized counseling and treatment group options.• Bidder stated that their new ACT team would be implemented utilizing the same practices, policies and procedures used in Bidder’s current ACT teams serving Cumberland County, Saco and Biddeford.
<ul style="list-style-type: none">• Bidder stated that ongoing fidelity is audited by MaineCare annually, and when Case Western is contracted by the State to provide DACTS fidelity reviews.• Bidder stated that they use “several different instruments” (not described) that are then recorded and tracked in their electronic health records and measured quarterly as part of their Plan of Care review process.• Bidder stated that they receive alerts through “HealthInfonet Maine” on any client visits to the Emergency Department and they will track and monitor utilization of the ED and provide follow-up care.• Bidder stated that they use their electronic health records to record and track all client data.• Bidder stated that they will implement quarterly internal reviews utilizing the DACTS scale and adjust their practice according to ratings; with performance plans made for areas with lower fidelity scores and they will work on ways to sustain the positive scores.
<ul style="list-style-type: none">• Regarding Consumer recruitment – Bidder stated that they will follow the admission criterion per Section 17 requirements and will establish relationships with potential referral sources prior to accepting referrals. Bidder stated that they will make a minimum of 3 outreach attempts to referred individuals.<ul style="list-style-type: none">○ Consumer recruitment activity outside of relationships with potential referral sources was not described.• Regarding Consumer engagement – Bidder stated that engagement strategies will include home and community visits; “checking at local encampments and hotspots where individuals frequent”; coordination with community providers and pharmacies; and communicating with other team members and collateral contacts.

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EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

- | |
|---|
| <ul style="list-style-type: none">• Regarding Consumer retention – Bidder stated that they will maintain fidelity standards for service provision of at least 84 minutes/week of client face-to-face contact, with the goal of interacting 2 hours a week or more.<ul style="list-style-type: none">○ Bidder stated that they maintain 3-4 face-to-face contacts per week with each client and will utilize telehealth, as appropriate.○ Bidder stated that they will develop and implement a strategy to track contact with their clients’ natural supports to utilize engagement with natural supports as a regular treatment strategy.○ Bidder stated that their teams will use harm reduction; motivational interviewing; and “stagewise delivery of services” for clients with co-occurring SUD.○ Bidder stated that they will support reduction of use over abstinence and provide support that respects the Consumer’s personal preferences and their current “stage of change”.○ Bidder stated that harm reduction strategies will include needle exchange for harm reduction supplies; education regarding safe use (e.g., clean needle use); assistance with Hepatitis and HIV testing; offering and discussion of Medication Assisted Treatment (MAT) options; training and carrying of Narcan; and helping obtain and maintain safe housing.○ Bidder stated that their prescribers will prescribe psychiatric medications for those who are actively using substances, consistent with dual disorder principles, and will avoid medication prescription with a known potential for addiction in most instances.○ Bidder stated that their nursing staff will develop “rapid response teams and crash bags” that include “IM Narcan and procedures for assisting individuals in crisis”.○ Bidder stated that their team will discuss linkage to self-help groups with clients and use motivational interviewing techniques. |
| <ul style="list-style-type: none">• Bidder stated that they will tailor services to client needs and ensure seamless transition across levels of care through collaboration and coordination with other community service agencies.• Bidder stated that they will integrate Tri-County Mental Health’s partnership with St. Mary’s Hospital, Central Maine Health Center and other community partners.• Bidder stated that their ACT team will actively assist their Consumers with accessing and maintaining services with medical providers and they will work with medical providers to coordinate care for those with complex medical comorbidities. |

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EVALUATOR DEPARTMENT: Office of Behavioral Health

- Bidder stated that their agency will provide a full continuum of care via Spurwink teams, as available, including Behavioral Health Home Case Management; Medication Management; Medication Assisted Treatment; SUD and Co-occurring Treatment and counseling; and outpatient counseling.
- Bidder stated that in crisis situations, they will work closely with other community crisis service providers (e.g., 24-hour crisis hotline; mobile assessment teams; emergency room staff; and crisis stabilization units).
- Bidder stated that when psychiatric hospitalization is needed, their ACT team staff will be involved in admission, treatment, discharge planning and the transition back into the community. Bidder stated this includes efforts to ensure integration of the Bidder’s ISP into the hospital treatment plan, and review of goals and objectives upon Consumer discharge.
- Bidder stated that their afterhours on call system will ensure that essential clinical information is available to crisis service providers, emergency room personnel and inpatient hospitals, at any time. Bidder stated that the on-call system can also serve as a point of contact for consumers and other providers during severe weather or natural disasters.
- Bidder stated that their staff will work with Consumers to develop and use Crisis Prevention Plans, which will “describe the most helpful and least helpful responses for individuals, family members, loved ones, and providers during crisis situations”.

Part V. Proposed Budget
Physical Structure Project
<ul style="list-style-type: none"> • Bidder wrote N/A.
Staffing and Movable Property Project
<ul style="list-style-type: none"> • Bidder noted that their proposed staffing costs include wages and benefits for their Behavioral Health Director (.04 FTE); wages, benefits and sign-on bonuses (amount not specified) for 2 case managers and a .5FTE Psychiatric Nurse Practitioner; and staff development costs for initial staff training. Bidder indicated anticipated staffing costs of \$227,495. • Bidder stated that equipment costs include office furniture, laptops, and cellphones, totaling \$5,400. • Bidder stated that they anticipate generating a revenue of \$168,595 from services provided to 20 additional clients. • Bidder stated that their request of \$64,300 for Staffing and Movable Property represents their ramp-up costs for the first six months of \$232,895, subtracting the anticipated revenue to be generated (\$168,595).

**STATE OF MAINE
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DATE: 6/17/24, 6/18/24 & 6/24/24

EVALUATOR NAME: Anna Ko

EVALUATOR DEPARTMENT: Office of Behavioral Health

Budget Form

- Bidder indicated \$0 for Physical Structure Costs and is requesting \$64,300 in Staffing and Movable Property Costs.
- For Staffing and Movable Property – Bidder indicates the wages and benefits for their Director of Behavioral Health (.04FTE) for the first three months at a cost of \$3,843.00.
 - Bidder indicated additional staff to be hired within first 3 months and the wages, benefits and sign-on bonuses (amount not specified) for 2 Case Managers (\$78,416 and \$72,652) and a .5FTE Psychiatric Nurse Practitioner (\$71,284).
 - It is unclear why the two case manager positions would be receiving differing amounts in their wages, benefits and sign-on bonuses; Bidder did not describe reason/purposes for the difference in costs for the two case manager positions.
 - Bidder indicates \$1,300 in staff development costs for initial staff training, to be completed upon hire within 3 months of award.
 - Bidder included \$900 in costs for 3 new desks/chairs, to be completed within 3 months of award.
 - Bidder indicated \$4,500 in costs for purchase of 3 new laptops and cellphones for field work, also to be completed within 3 months of award.
 - Bidder also indicated the revenue they anticipate generating from the first 6 months (for 20 additional clients), and this is indicated at \$168,595.
 - The subtotals are \$227,495 for staffing; \$5,400 for equipment; and \$168,595 under the “Other” category for anticipated revenue generated from the 20 additional clients. Bidder’s total requested funding for Staffing and Movable Property is thus \$64,300.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Lewiston Application

DATE: 6/25/2024

EVALUATOR NAME: Adrienne Leahey

EVALUATOR DEPARTMENT: OBH DHHS

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Part I. Eligibility	
To be eligible for grant funding under this RFA, Applicants must provide evidence of: <ol style="list-style-type: none"> 1. Having a current or forthcoming MaineCare Provider Agreement; and 2. Being licensed or have the ability to obtain licensure through the Department's Division of Licensing and Certification for Behavioral Health Services to provide ACT. 	
1. Does the Applicant have a current or forthcoming MaineCare Provider Agreement?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Provide a copy of their MaineCare Provider Agreement or describe the Applicant's plan for attaining a MaineCare Provider Agreement, included anticipated timelines, as applicable.
<ul style="list-style-type: none"> • Reference is made to a VC number expiring 6/30/2024 with anticipation of renewal. • Provider Agreement and OBH service contract attached 	
2. Is the Applicant licensed or have the ability to obtain licensure through the Department's Division of Licensing and Certification for Behavioral Health Services to provide ACT?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Provide a copy of their current licensure for Behavioral Health Services to provide ACT, or describe the Applicant's plan for attaining the license, including anticipated timelines, as applicable.
<ul style="list-style-type: none"> • Licensed for ACT at other locations; will apply for a license at this location if awarded funding 	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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EVALUATOR NAME: Adrienne Leahey

EVALUATOR DEPARTMENT: OBH DHHS

Part II. Priority Geographical Location	
<p>The Department intends to apply priority scoring to applications designed to provide ACT teams to communities:</p> <ol style="list-style-type: none"> 1. Where there are currently no available ACT services within a thirty (30) mile radius; and/or 2. Located within a Rural city/town; and/or 3. Within Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties. 	
<p>1. Are there no available ACT services within a thirty (30) mile radius of the proposed location?</p>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<p>2. Will the ACT services be located in a Rural town/city?</p>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<p>3. Will the ACT services be located in Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties?</p>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<ul style="list-style-type: none"> • Expansion of existing services: Waitlists for ACT services in Lewiston far exceed the current ACT teams' capacity while maintaining fidelity standards. Current staffing ratios enable services for 65 individuals, and the proposed service expansion would increase capacity to 85 individuals. 	

Part III. Experience and Capacity
<ul style="list-style-type: none"> • 64 years providing BH services; ACT services since 2009; • ACT teams in Cumberland and Oxford counties • Provides: Crisis Center, adult services, co-occurring, CCBHC, residential treatment, Housing First, military and veteran community
<ul style="list-style-type: none"> • Expansion not new • existing team's infrastructure and Spurwink's position as a current ACT provider with 16 years prior experience managing ACT teams with high fidelity DACTS scoring • Running Cumberland ACT team for 16 years • Good DACTS score • moving towards implementation of the ACT Transition Readiness Scale • Staff with credentials and experience • Experience managing grants

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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RFA TITLE: Assertive Community Treatment Expansion Funding

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DATE: 6/25/2024

EVALUATOR NAME: Adrienne Leahey

EVALUATOR DEPARTMENT: OBH DHHS

<ul style="list-style-type: none"> Acquisition of Tri-County Mental Health (TCMH), 16 years of service providing ACT in the Lewiston/Auburn area
<ul style="list-style-type: none"> Submission notes "n/a"
LITIGATION
<ul style="list-style-type: none"> Six cases, some settled, some ongoing Vehicle accidents (2), inappropriate sexual contact between minors, patient bruising, whistleblower termination

PART IV – Proposed ACT Services
A. Assertive Community Treatment Expansion
<ul style="list-style-type: none"> based out of the Spurwink location at 1155 Lisbon Street, Lewiston, in Androscoggin County, Maine. Spurwink acquired this location and ACT team on 4/1/2024 from Tri-County Mental Health (TCMH). Application repeats earlier information Meets expectations
<ul style="list-style-type: none"> While the number of individuals on the waitlist can vary anywhere from 15-35, waitlists for ACT services in Lewiston far exceed the current ACT teams' capacity while maintaining fidelity standards, and there are no other providers for ACT services in the proposed expansion area. Portions of the service area are Mental Health Shortage Areas (HRSA designation), and limited availability of mental health services, long waitlists to access care, and the use of the emergency department to address mental health needs were identified as top concerns. Meets expectations
B. Project Workplan
<ul style="list-style-type: none"> Full census after 6 months (20 additional clients) Staffing in place within 6 months The proposed expansion to the Lewiston based ACT team will grow from 1.3 ACT teams (65 clients) to 1.7 ACT teams (85 clients). Can be sustainable with MaineCare rates after 12 months
C. Operational Requirements
<ul style="list-style-type: none"> Spurwink will staff the new ACT program to meet the fidelity scale requirements of ACT's structurally prescriptive model. The multidisciplinary and cross-disciplinary team will consist of a total of 14 (13.5 FTE) staff trained in the ACT model Spurwink has maintained a 76% retention rate per fidelity standards in our ACT teams in the past two years.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Lewiston Application

DATE: 6/25/2024

EVALUATOR NAME: Adrienne Leahey

EVALUATOR DEPARTMENT: OBH DHHS

<ul style="list-style-type: none"> Spurwink staff receive regular, appropriate supervision at the required frequency based on their role and will have additional supervision available to them upon request. The ACT team meets five days per week.
<ul style="list-style-type: none"> based out of Spurwink offices at 1155 Lisbon Street, Lewiston, ME. This office will be open during traditional business hours, though ACT services will follow a 24/7 model with staff flexing as needed to meet client needs and provide crisis response.
<ul style="list-style-type: none"> Confirmed
<p>D. Programmatic Requirements</p>
<ul style="list-style-type: none"> The team will be implemented using the same practices, policies, and procedures that are used by Spurwink’s existing ACT teams that have served Cumberland County, Saco, and Biddeford, for 16 years. These teams consistently receive high fidelity ratings on DACTS reviews, most recently receiving a 4.1 out of 5 in Nov-Dec 2023.
<ul style="list-style-type: none"> Ongoing fidelity of the ACT model is audited by MaineCare annually, and when the state contracts with Case Western to provide DACTS fidelity reviews. Tools: EHR, HIN, internal reviews
<ul style="list-style-type: none"> Accessible location in Lewiston Admission criteria Partnerships with providers: St. Mary’s Hospital, Central Maine Health Care Systems, crisis services, correctional facilities, and other community partners to receive referrals Outreach at least 3 times
<ul style="list-style-type: none"> tailor services to individual client needs and provide seamless transitions across multiple levels of care Provide access to other Spurwink services Support during hospital admission After hours call system

<p>Part V. Proposed Budget</p>
<p style="text-align: center;">Physical Structure Project</p>
<ul style="list-style-type: none"> None
<p style="text-align: center;">Staffing and Movable Property Project</p>
<ul style="list-style-type: none"> Primarily staffing costs, some furniture and equipment Ramp up costs to add 20 additional clients Costs minus revenue
<p>Budget Form</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Lewiston Application

DATE: 6/25/2024

EVALUATOR NAME: Adrienne Leahey

EVALUATOR DEPARTMENT: OBH DHHS

- | |
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| <ul style="list-style-type: none">• Requesting \$64.3k• Most hiring within 3 months• Budget forms reflect reasonable costs |
|--|

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Lewiston Application

DATE: 6/21/2024 and 6/24/2024

EVALUATOR NAME: Selina McGlaufflin

EVALUATOR DEPARTMENT: DHHS/OBH/CBHS

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Individual Evaluator Comments:

Part I. Eligibility	
To be eligible for grant funding under this RFA, Applicants must provide evidence of:	
<ol style="list-style-type: none"> 1. Having a current or forthcoming MaineCare Provider Agreement; and 2. Being licensed or have the ability to obtain licensure through the Department’s Division of Licensing and Certification for Behavioral Health Services to provide ACT. 	
<ol style="list-style-type: none"> 1. Does the Applicant have a current or forthcoming MaineCare Provider Agreement? 	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Provide a copy of their MaineCare Provider Agreement or describe the Applicant’s plan for attaining a MaineCare Provider Agreement, included anticipated timelines, as applicable.
<ul style="list-style-type: none"> • Agreement not provided. A renewal for 7/1/2024 has been submitted. 	
<ol style="list-style-type: none"> 2. Is the Applicant licensed or have the ability to obtain licensure through the Department’s Division of Licensing and Certification for Behavioral Health Services to provide ACT? 	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Provide a copy of their current licensure for Behavioral Health Services to provide ACT, or describe the Applicant’s plan for attaining the license, including anticipated timelines, as applicable.
<ul style="list-style-type: none"> • Applicant provided a copy of their current license to provide ACT services at this location. 	

Part II. Priority Geographical Location

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Spurwink Services, Incorporated, Lewiston Application

DATE: 6/21/2024 and 6/24/2024

EVALUATOR NAME: Selina McGlaufflin

EVALUATOR DEPARTMENT: DHHS/OBH/CBHS

<p>The Department intends to apply priority scoring to applications designed to provide ACT teams to communities:</p> <ol style="list-style-type: none"> 1. Where there are currently no available ACT services within a thirty (30) mile radius; and/or 2. Located within a Rural city/town; and/or 3. Within Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties. 	
<p>1. Are there no available ACT services within a thirty (30) mile radius of the proposed location?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>
<p>2. Will the ACT services be located in a Rural town/city?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>
<p>3. Will the ACT services be located in Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p>
<ul style="list-style-type: none"> • Applicant integrated former TCMHS ACT team on 4/1/2024. Plans on team expansion to serve additional 20 clients. • Indicates no other ACT service providers within 30 mile radius. • Team located in Lewiston, Androscoggin County. • Additional supporting information as requested provided in IV-A. 	

<p>Part III. Experience and Capacity</p>	
<ul style="list-style-type: none"> • Has provided ACT services in Cumberland County since 2009. • Multiservice treatment provider with 64 years of diverse experience. • Two teams in Cumberland County that also serve Saco and Biddeford (York). • Described how ACT teams are part of Spurwink Adult Behavioral Health, which provides integrated, comprehensive services. 	
<ul style="list-style-type: none"> • Described acquiring TCMHS and integrating existing ACT team infrastructure. • Applicant plans on expanding ACT services in Lewiston and surrounding Androscoggin County. • Indicates largest provider of behavioral health services in Androscoggin County. • Described leadership involvement in overseeing ACT teams. • Able to maintain/sustain two teams in Cumberland County for many years. • Received high fidelity DACTS scoring and follows recommendations for improvement. 	

**STATE OF MAINE
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DATE: 6/21/2024 and 6/24/2024

EVALUATOR NAME: Selina McGlaufflin

EVALUATOR DEPARTMENT: DHHS/OBH/CBHS

<ul style="list-style-type: none"> • Implementing ACT Transition Readiness Scale to determine discharge criteria. • Shared recent response to recommendations to improve staff capacity to meet identified needs: CADC certification and increasing # of vocation specialist.
<ul style="list-style-type: none"> • Lewiston ACT team has provided ACT services for 16 years in Lewiston/Auburn. • Received high fidelity ratings on DACTS reviews in 2023. • Applicant indicates larger agency clinical experience that will benefit and support Team.
<ul style="list-style-type: none"> • Applicant reported N/A.
LITIGATION
<ul style="list-style-type: none"> • Applicant named 6 and provided required information.

PART IV – Proposed ACT Services
A. Assertive Community Treatment Expansion
<ul style="list-style-type: none"> • Provided location in Lewiston/Androscoggin County. • Provided service area including towns.
<ul style="list-style-type: none"> • Described geographic area and identified needs and contributing factors. • Service gaps identified.
B. Project Workplan
<ul style="list-style-type: none"> • Provided a proposed workplan with anticipated timeframes for a timeline dependent on described factors. • Additional information provided in requested areas.
C. Operational Requirements
<ul style="list-style-type: none"> • Application is for expansion of current team. Described requested RFA requirements. • a. Indicated will meet fidelity scale requirements of model. • b. Indicated 76% retention rate over the past two years. Described factors that lead to successful retention. • c. and d. Described supervision and training available to ACT staff. Confidentiality included.
<ul style="list-style-type: none"> • Provided. Office open during 'business hours' with ACT services available following a 24/7 model.
<ul style="list-style-type: none"> • Applicant provided statement affirming and identified contingent factors.
D. Programmatic Requirements
<ul style="list-style-type: none"> • Team is part of larger SABH. • Current provision of ACT services in area has high fidelity with DACTS. • Provides care in accordance with MaineCare regulations.

**STATE OF MAINE
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DATE: 6/21/2024 and 6/24/2024

EVALUATOR NAME: Selina McGlaulin

EVALUATOR DEPARTMENT: DHHS/OBH/CBHS

<ul style="list-style-type: none">• Annual audit by MaineCare and State contracted DACTS fidelity reviews.• Applicant has own internal measures, which are tracked in EHR.• ED visit alerts through HealthInfoNet Maine.
<ul style="list-style-type: none">• Described recruitment, engagement and retention. Included key approaches based on client's personal preferences and stage of change.
<ul style="list-style-type: none">• Applicant is integrating TCMHS previous partnership with community partners as part of continuum of care.• Experienced with community provider/service collaboration and coordination from current ACT services and can access services provided by other programs within the agency.

Part V. Proposed Budget
Physical Structure Project
<ul style="list-style-type: none">• Not requesting funding for this.
Staffing and Movable Property Project
<ul style="list-style-type: none">• Applicant provided description of staffing, equipment/technology costs.
Budget Form
<ul style="list-style-type: none">• Budget form was completed with requested breakdown.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

RFA TITLE: Assertive Community Treatment Expansion Funding

APPLICANT NAME: Bidder Services, Incorporated, Lewiston Application

DATE: 06/24/2024

EVALUATOR NAME: Debra Poulin

EVALUATOR DEPARTMENT: DHHS/OBH

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Applications (RFA) process. It is **required** that each individual evaluator make notes for each application that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFA Coordinator or Facilitator for this RFA.*

Individual Evaluator Comments:

Part I. Eligibility	
<p>To be eligible for grant funding under this RFA, Applicants must provide evidence of:</p> <ol style="list-style-type: none"> 1. Having a current or forthcoming MaineCare Provider Agreement; and 2. Being licensed or have the ability to obtain licensure through the Department’s Division of Licensing and Certification for Behavioral Health Services to provide ACT. 	
<p>1. Does the Applicant have a current or forthcoming MaineCare Provider Agreement?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p><input checked="" type="checkbox"/> Provide a copy of their MaineCare Provider Agreement or describe the Applicant’s plan for attaining a MaineCare Provider Agreement, included anticipated timelines, as applicable.</p>
•	
<p>2. Is the Applicant licensed or have the ability to obtain licensure through the Department’s Division of Licensing and Certification for Behavioral Health Services to provide ACT?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p><input checked="" type="checkbox"/> Provide a copy of their current licensure for Behavioral Health Services to provide ACT, or describe the Applicant’s plan for attaining the license, including anticipated timelines, as applicable.</p>
•	

Part II. Priority Geographical Location
<p>The Department intends to apply priority scoring to applications designed to provide ACT teams to communities:</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA #: 202404086

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APPLICANT NAME: Bidder Services, Incorporated, Lewiston Application

DATE: 06/24/2024

EVALUATOR NAME: Debra Poulin

EVALUATOR DEPARTMENT: DHHS/OBH

1. Where there are currently no available ACT services within a thirty (30) mile radius; and/or 2. Located within a Rural city/town; and/or 3. Within Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties.	
1. Are there no available ACT services within a thirty (30) mile radius of the proposed location?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
2. Will the ACT services be located in a Rural town/city?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
3. Will the ACT services be located in Aroostook, Hancock, Franklin, Knox, Oxford, Piscataquis, Somerset, Waldo, or Washington counties?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
<ul style="list-style-type: none"> • P-Plan to expand existing ACT team to increase capacity in Lewiston area • P-Noted that waitlists for ACT for this area exceed current capacity 	

Part III. Experience and Capacity	
<ul style="list-style-type: none"> • P-Agency has 64 years of experience providing behavioral health services to people of all ages • P-Have provided ACT services since 2009 in Cumberland County • P-Currently operate 2 ACT teams that meet Fidelity Standards • P-Is COA accredited • P-Members of Child Welfare League of America and American Association of Children’s Residential Centers • P-Bidder has over 25 years of experience offering adult behavioral health services and currently offers a continuum of Adult Behavioral Health services to include ACT, Opioid Health Home, Behavioral Health Home, Medication Management, Co-occurring residential treatment, Recovery Residence (in partnership with Community Housing of Maine, Milestone Recovery, Long-term Stayers Workgroup, Emergency Shelter Assessment Committee), Adult residential treatment 	
<ul style="list-style-type: none"> • P-Bidder recently joined with Tri-County Mental Health and acquired their Lewiston-based ACT Team • P-Currently operates 2 ACT teams • P-Maintains adherence to fidelity standards and implements improvement plans based on DACTS reviews 	

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EVALUATOR DEPARTMENT: DHHS/OBH

<ul style="list-style-type: none"> • P-Leadership structure and oversight exists • P-Has experience managing multiple grant awards successfully
<ul style="list-style-type: none"> • P-Experience with successful long-term operations of ACT teams • P-Expansion of geographical presence of organization into Lewiston and surrounding areas • P-Consistent high fidelity scores • P-Extensive clinical expertise with Serious Mental Illness, vulnerable populations, co-occurring disorders, homelessness • P-Long history of delivering intensive behavioral health services to adults with SMI and co-occurring SUD.
<ul style="list-style-type: none"> • None noted
LITIGATION
<ul style="list-style-type: none"> • 6 cases listed, 3 are open and ongoing, 3 were settled • Q-cases don't seem relevant to current RFA

PART IV – Proposed ACT Services
A. Assertive Community Treatment Expansion
<ul style="list-style-type: none"> • P-ACT team in Lewiston will be expanded and services will be available throughout Androscoggin County and the greater Lewiston/Auburn area including Durham, Greene, Leeds, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, and Wales • P-Several towns listed are considered rural
<ul style="list-style-type: none"> • P-Some of the service areas are considered Mental Health Shortage Areas by HRSA • P-Long waitlists for access to MH services resulting in high use of emergency departments for MH care • P-Current Lewiston ACT team has consistently held a waitlist equivalent to or higher than proposed expansion indicating need for expanded capacity
B. Project Workplan
<ul style="list-style-type: none"> • P-Workplan was comprehensive and reflected understanding of DACTS required staffing • P-All required elements were present and addressed • P-Justified need for expanded ACT services-waitlist consistently exceeds existing capacity, no additional ACT providers in service area
C. Operational Requirements
<ul style="list-style-type: none"> • Project workplan and RFA addressed hiring, staffing model, supervision and training comprehensively

**STATE OF MAINE
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EVALUATOR NAME: Debra Poulin

EVALUATOR DEPARTMENT: DHHS/OBH

<ul style="list-style-type: none"> Physical location as identified in multiple places as were hours of operation which are business hours and then also intended to be 24/7 when on-call is factored in.
<ul style="list-style-type: none"> P-Bidder has a history of operating ACT teams for 16 years and going P-RFA notes a plan to operate for at least 3 years once new ACT team is established.
D. Programmatic Requirements
<ul style="list-style-type: none"> P-addresses mental health, medical health, substance use recovery, improving psychosocial functioning P-Demonstrates understanding of Section 17 of MaineCare policy under which ACT falls P-Noted plan to provide DACTS required services and plan for how to operationalize delivery of those services and meet fidelity standards
<ul style="list-style-type: none"> P-ACT is audited by MaineCare annually P-OBH contracts with Case Western to provide periodic on-sight DACTS fidelity reviews P-Outlined use of additional tools for monitoring such as electronic health record, Health Info Net P-Plan for internal DACTS reviews for ongoing monitoring of fidelity
<ul style="list-style-type: none"> P-Recruitment-Location, partnerships with referral entities that are identified in proposal P-Engagement-Home and community outreach, outreach to encampments and other known gathering places in the community, coordination with other community partners P-Retention-Discussed relationship building with clients and natural supports though face to face contact on a regular basis, clinically appropriate engagement and treatment modalities, low-barrier access to ongoing care and treatment
<ul style="list-style-type: none"> P-Description of plan is comprehensive to include consideration for crisis services and hospitalization as well as coordination of care P-Bidder has an existing continuum of care that can support continuity even while client transitions out of ACT

Part V. Proposed Budget
Physical Structure Project
<ul style="list-style-type: none"> No request for physical structure funding
Staffing and Movable Property Project

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EVALUATOR NAME: Debra Poulin

EVALUATOR DEPARTMENT: DHHS/OBH

<ul style="list-style-type: none">• Budget presented included allowable expenses all related to bringing on additional staff and their equipment needs
Budget Form
<ul style="list-style-type: none">• Budget form submitted and included all required elements.



STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202404086
RFA TITLE: Assertive Community Treatment Expansion Funding

I, Patrick Bouchard accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFA.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFA nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Applications presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:

Patrick Bouchard

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Signature

Jun-07-2024

Date



STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202404086
RFA TITLE: Assertive Community Treatment Expansion Funding

I, Anna Ko accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFA.

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DocuSigned by:

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Signature

Jun-07-2024
Date



STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202404086
RFA TITLE: Assertive Community Treatment Expansion Funding

I, Adrienne Leahey accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFA.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFA nor have I submitted a letter of support or similar endorsement.

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DocuSigned by:

Adrienne Leahey

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Signature

Jun-07-2024

Date



STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN
SERVICES

Janet T. Mills
Governor

Jeanne M. Lambrew, Ph.D.
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202404086
RFA TITLE: Assertive Community Treatment Expansion Funding

I, Selina McGlaulin accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFA.

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I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFA nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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DocuSigned by:
Selina McGlaulin
Signature

Jun-07-2024
Date



STATE OF MAINE
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Janet T. Mills
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Jeanne M. Lambrew, Ph.D.
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202404086
RFA TITLE: Assertive Community Treatment Expansion Funding

I, Debra Poulin accept the offer to become a member of the Request for Applications (RFA) Evaluation Team for the State of Maine Department of Health and Human Services. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFA.

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DocuSigned by:
Debra Poulin
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Signature

Jun-07-2024

Date