



PROBATION DEPARTMENT

REQUEST FOR INFORMATION (RFI)

FOR

FAMILY & MARITAL COUNSELING SERVICES AB109 POPULATION

JULY 11, 2019

**Prepared By
County of Los Angeles**

RFI # 6401904

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1.0 PURPOSE

The County of Los Angeles Probation Department (County) is issuing this Request for Information (RFI) to determine the extent of interest from qualified agencies in providing the services listed in Section 3.0.

This is a Request for Information (RFI) only. This RFI is issued solely for information and planning purposes. It does not constitute a Request for Proposals (RFP) or a promise to issue a RFP in the future. This RFI does not commit the County to contract for any supply or service whatsoever. The County will not pay for any information or administrative cost incurred in response to this RFI. The County reserves the right, at its sole discretion, to invite any responding vendors to this RFI to provide a non-competitive presentation. The presentation is intended for information gathering purposes only as part of this RFI process.

2.0 BACKGROUND

The Postrelease Community Supervision Act of 2011 was signed into law on April 4, 2011. It created two new types of adult community supervision - postrelease release community supervision and split sentence supervision (mandatory supervision). The Postrelease Community Supervision Act of 2011 also requires that the County's postrelease supervision strategy be consistent with evidence-based practices to reduce recidivism (Penal Code 3450).

Evidence Based Practice (EBP) research has identified eight criminogenic needs that contribute to criminal offending, one of which is family and marital relations. As a criminogenic need, the family/marital domain is often characterized by stress and conflict in relationships with family and significant others.

Strong relations with pro-social family are important to reducing offending behavior and substance use family ties are believed to reduce offending by serving as a protective factor to insulate from criminal influences, as well as provide emotional support and facilitate the change process.

The purpose of the treatment services described in Section 3.0 is to provide evidence-based programming to address the Family/Marital criminogenic need.

3.0 SERVICE DESCRIPTIONS

3.1 Couples Therapy

The purpose of couple's therapy is to improve the dyadic relationship with the overarching goal of reducing future criminal behaviors by reducing conflict in the relationship.

The service should be a therapeutic service for couples that uses proven, EBP and interventions designed to reduce conflict, enhance communication, and identify and assist in solving the couple's problems. The service shall include an evidence-based mechanism for evaluating the effectiveness of the service. This shall include specific outcomes, performance indicators and supporting measures. The proposed service should include a recommended treatment dosage and duration (e.g. 13 sessions over a 6-month referral period) and length of each session (e.g. 60 minutes). There should be no more than one couple per session. Providing Couples Therapy in Spanish is desirable but not required.

3.2 Family Therapy

The purpose of family therapy is to improve family functioning with the overarching goal of reducing future criminal behavior by reducing family conflict and building positive, supportive relationships.

The service should be therapeutic for families that uses proven, EBP and interventions designed to reduce family conflict, enhance communication within the family, identify and assist in solving family problems, and build pro-social family relationships. The proposed service shall include an evidence-based mechanism for evaluating the effectiveness of the service. This shall include specific outcomes, performance indicators and supporting measures. The proposed service should include a recommended treatment dosage and duration (e.g. 13 sessions over a 6-month referral period) and length of each treatment session (e.g. 60 minutes). There should be no more than one family per session. Providing Family therapy in Spanish is desirable but not required.

3.3 Individual Counseling

The purpose of individual counseling is to focus on the specific risk factors and personal factors (including trauma, loss and grief) that are contributing to family conflict.

The proposed service should use proven, EBP and interventions designed to reduce family/marital conflict, enhance communication within the family, identify and assist in solving family problems, improve parental involvement and skills, or build pro-social family relationships. The proposed service shall include an evidence-based mechanism for evaluating the effectiveness of the service. This shall include specific outcomes, performance indicators and supporting measures. The proposed service should include a recommended treatment dosage and duration (e.g. 13 sessions over a 6-month referral period) and length of each treatment session (e.g. 60 minutes). There shall be no more than

one client per session. Providing Individual counselling in Spanish is desirable but not required.

3.4 Parenting Classes

The purpose of parenting classes is to teach the participants and their co-parent how to effectively parent their children with an emphasis on reducing family conflict and reducing the children's involvement in the criminal justice system.

The proposed service should be a manualized parenting class program that uses a proven, evidence-based model and focuses on cognitive-behavioural and parent management skills development. The proposed service shall include an evidence-based mechanism for evaluating the effectiveness of the service. This shall include specific outcomes, performance indicators and supporting measures. The program is subject to County approval. The proposed service should include a recommended service dosage and duration (e.g. 12 hours of classes over a 3-month referral period). Providing Parenting classes in Spanish is desirable but not required.

3.5 Mediation Services

The purpose of the mediation services is to work with participants and their families, co-parents, in-laws, or significant others that are involved in a dispute to identify the issues, reduce misunderstandings, clarify priorities, find points of agreement, explore new areas of compromise, and negotiate an amicable resolution and written agreement.

The proposed service shall use proven, evidence-based practices and interventions designed to reduce family/marital conflict, enhance communication within the family, identify and assist in solving family problems, improve parental involvement and skills, or build pro-social family relationships. The proposed service shall include an evidence-based mechanism for evaluating the effectiveness of the service. This shall include specific outcomes, performance indicators and supporting measures. The proposed service should include recommended dosage and duration (6 hours of services over 3-month referral period). Providing Mediation services in Spanish is desirable but not required.

4.0 RFI FORMAT AND INSTRUCTIONS

4.1 Response Format

In order to facilitate the analysis of responses to this RFI, respondents shall prepare submissions in accordance with the instructions outlined

below. Submissions shall provide a straightforward and concise description of the respondent's ability to provide one or more of the services described in the Section 3.0.

The content and sequence of information must be as follows:

- A. Cover Page**
- B. Narrative**
 - 1. Operational Structure and Capacity**
 - 2. Geographical Service Areas**
 - 3. Pricing**
 - 4. References**
 - 5. Other Considerations**

4.2 Format Specifications

4.2.1 Cover Page

The Cover Page must be on company letterhead, be brief and concise, and include the following:

- 1. Title must be "Response to County of Los Angeles Probation Department **RFI "6401904"**";
- 2. Contact name, title, business and mailing addresses, telephone number, and email address;
- 3. Original signature of the authorized Officer of the agency.

4.2.4 Narrative

1. Operational Structure and Capacity

This Section describes your organization's ability to provide the one or more of the services described in Section 3.0, including staffing, available facilities, experience and expertise of staff.

2. Geographical Service Areas

This Section identifies the Service Planning Areas where services are/can be provided. (Attachment)

3. Pricing

Describe your fees for administering the services. As this document is an RFI, cost can be based on estimates and not exact cost. Information from this section may be used for budgeting purposes. The response should describe costs and billing methodologies.

4. References

As part of the response, please provide a list of public agencies for which you have provided similar services and describe the work performed. Your experience with large government entities, and/or large criminal justice agencies should be highlighted. Please include the following in your response:

- Description of Service
- Number of years providing service
- Amount of funding

5. Other Considerations

Please describe and discuss any other professional services, options or considerations you believe that County should consider.

4.3 RFI Questions

Respondent(s) may submit written questions regarding this RFI by e-mail, only to the Contract Analyst identified below. All written questions must be received by **12:00 P.M. PST, Monday, July 22, 2019**. All questions, without identifying the submitting company will be compiled with the appropriate answers. Questions should be e-mailed to Contract Analyst, - Ingrid Martinez at email: Ingrid.Martinez@probation.lacounty.gov.

4.4 Submission Requirements

Responses to this RFI may be delivered in person, sent via United States Postal Service or commercial express carriers. Responses to this RFI are due on or before **12:00 P.M. PST, Thursday, August 8, 2019**.

Respondent(s) shall submit their response to RFI in a sealed package. The original, and five (5) copies shall be submitted. The sealed package should be plainly marked in the upper left-hand corner with name and address of the Respondent and bear the words:

RFI for Family & Marital Counseling Services
RFI No. 6401904

The response(s) shall be delivered or mailed to:

**County of Los Angeles Probation Department
Contracts and Grants Management Division
9150 East Imperial Highway
Downey, CA 90242, Room D-29
Attention: Ingrid Martinez, Contract Analyst**

4.5 No County Responsibility

This RFI is a request for information only. It is issued solely for information and planning purposes. It does not constitute a Request for Proposals (RFP) or a promise to issue a RFP in the future. This RFI does not commit the County to contract for any services whatsoever. The County will not pay for any information or administrative costs incurred in the response to this RFI.

4.6 Notice to Respondents Regarding the Public Records Act

Responses to this RFI shall become the exclusive property of the County. Responses to the RFI become a matter of public record, with exception of those parts of each proposal which are justifiably defined as business or trade secrets, and, if by the proposer, plainly marked as "Trade Secrets", "Confidential", or "Proprietary" in nature.

The County shall not, in any way, be liable or responsible for the disclosure of any such record or any parts thereof, if disclosure is required or permitted under the California Public Records Act or otherwise by law. A blanket statement of confidentiality or the making of each page of the response to the RFI as confidential is not sufficient. The Respondent must specifically label only those provisions of their respective proposal which are "Trade Secrets", "Confidential", or "Proprietary" in nature.