

March 17, 2008

TO: All Interested Parties

FROM: Todd A. Landry, Director  
Division of Children and Family Services

RE: Request for Bids: Safety and In-Home Services

On behalf of the Nebraska Department of Health and Human Services (DHHS), Division of Children and Family Services (CFS), I am pleased to announce the release of a Request for Bid (RFB) for the provision of a continuum of Safety and In-Home services to children who are at risk of removal from the family home or to prepare a family for return of a child to the home. The RFB can be found at <http://www.dhhs.ne.gov/>.

The State of Nebraska, Department of Health and Human Services, Division of Children and Families, is issuing this Request for Bid, RFB Number CFS #1 for the purpose of selecting qualified contractors to provide the *entire continuum* of safety and in-home services to children and families identified by the Department within each of the Department's five Service Areas. Bids must designate services for one or more of the Department's Service Areas. Partnerships between and among providers are welcomed but it is expected that each proposal will result in a single contract for the entire continuum of services. If multiple bids are received for a single Service Area and meet the requirements of the bid, the Department reserves the right to negotiate with multiple bidders. The Department also reserves the right to continue, apart from this RFB process, to contract as necessary to fill in any gaps in services.

The Mission of the Division of Children and Family Services is to provide the least disruptive services when needed, for only as long as needed to: give children the opportunity to succeed as adults; help the elderly and disabled live with dignity and respect; and help families care themselves, resulting in healthier families and safe, more prosperous communities. As you will see in the RFB, our focus is on achieving the outcomes of child or community safety, permanency and well being and Bidders will be expected to convey their commitment to these outcomes in their description of services and service approaches. Please note that quality assurance and utilization review is a component of the Bid and that performance relating to outcomes and performance will be captured, reviewed and analyzed and released for public viewing on the Department's website.

*The services provided through the RFB process will replace the existing contracted services of: Emergency Shelter Center, Day Reporting, Juvenile Services Community Continuum of Care, Juvenile Service Comprehensive Community Services Program, Intensive Family Preservation, Family Support, Visitation, Electronic Monitoring, Urine Analysis, Tracker, and Respite effective July 1, 2008.*

The schedule regarding this RFB is as follows:

- **March 17, 2008:** RFB released by DHHS/CFS

- **March 24, 2008**, 5:00 p.m., CST: Deadline for DHHS/CFS receipt of first round written questions from interested parties related to the RFB release. Questions should be sent via e-mail to [protectionandsafety@dhhs.ne.gov](mailto:protectionandsafety@dhhs.ne.gov)
- **March 31, 2008**, 5:00 p.m., CST: DHHS/CFS issues responses to first round questions.
- **April 7, 2008**, 5:00 p.m., CST: Deadline for DHHS/CFS receipt of second round written questions from interested parties related to the RFB release. Questions should be sent via e-mail to [protectionandsafety@dhhs.ne.gov](mailto:protectionandsafety@dhhs.ne.gov)
- **April 14, 2008**, 5:00 p.m. CST: DHHS/CFS issues responses to second round questions.
- **April 25, 2008**, 5:00 p.m., CST: Deadline for interested parties to submit one (1) original and twelve (12) copies of its bid proposal. Bid proposals must be mailed or delivered to: Nebraska Department of Health and Human Services; Attn: Allison Wilson; 301 Centennial Mall South; PO Box 95026; Lincoln NE 68509-5026. Only mailed or delivered proposals will be considered. Bids received by DHHS/CFS after the deadline will not be considered.
- **May 5, 2008**: Letters of Intent to Award issued by DHHS/CFS.
- **July 1, 2008**: Contracts and services begin. Contractors will be required to have all necessary hiring and training of staff in place by July 1, 2008. A contract resulting from this Request for Bid will be issued for a period of two (2) years effective July 1, 2008 through June 30, 2010, with the option to renew for two (2) additional years as mutually agreed upon by all parties.

The scoring of proposals will reflect the Department's interest in providing effective and efficient service delivery. Proposals supporting outcome achievement and low cost will be viewed favorably. The RFB will result in performance based contracts. As noted previously, contractor performance will be released publicly on the Department's website.

All communication regarding this RFB is limited and must be directed via e-mail to [protectionandsafety@dhhs.ne.gov](mailto:protectionandsafety@dhhs.ne.gov) or State of Nebraska, Division of Children and Family Services, Attention: Allison Wilson; 301 Centennial Mall South; PO Box 95026; Lincoln NE 68509.

This is an exciting time for the Department and for Nebraska's children and their families. I hope you consider responding to this request for bids.

Sincerely,

Todd A. Landry, Director  
Division of Children and Family Services