



**THE CITY OF PHILADELPHIA
DEPARTMENT OF BEHAVIORAL HEALTH AND INTELLECTUAL DISABILITY**

**REQUEST FOR INFORMATION
for**

**New Innovative Recovery Celebratory Event
DATE: June 4, 2024**

Deadline for Questions	June 11, 2024 5pm EST
City Responses to Questions	June 14, 2024
Responses to RFI Deadline	July 8, 2024

Cherelle L. Parker, Mayor
Dr. Marquita Williams, Commissioner, DBHIDS

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I. RESPONSE CALENDAR

Post Request for Information	June 4, 2024
Deadline for Questions https://contracts.phila.gov	June 11, 2024 5PM EST
City Response to Questions (Website)	June 14, 2024
Response to RFI Deadline	July 8, 2024

II. PURPOSE OF REQUEST FOR INFORMATION

The Philadelphia Department of Behavioral Health and Intellectual disAbility Services (DBHIDS) is gathering input of the community when it comes to programs and resources. We continually work to improve on the services and support offered to the city. As such, we are expanding upon our experience with the Recovery Idol event and shifting our efforts and community work to focus on the development of a new, engaging event to encourage and galvanize the city’s recovery population.

When developing and implementing new programs, it is imperative that DBHIDS receive input and guidance from the communities we serve. DBHIDS conducted an initial community survey in the summer of 2023 which elicited the following input:

The Philadelphia community would like the new event(s) to:

- Showcase all recovery communities’ talents, not just singing (i.e., comedy, spoken word, dance, all forms of musical and creative expression, fashion, visual arts, fine arts, etc.)
- Be more diverse in every way (race, ethnicity, gender, nero-diversity, and pathway of recovery)

This new event will come from the recovery community who have been sharing event ideas with us for many years. Through the Request for Information (RFI) process, DBHIDS is soliciting information and ideas from community-based organizations, recovery community organizations, behavioral health providers, and other stakeholders. DBHIDS is seeking public comment on an inaugural event that will become a new tradition for our recovery community. Our goal is to establish a new event that will honor, celebrate, and encourage the city’s recovery population, while bringing us all together.

III. RFI CONTACT INFORMATION FOR QUESTIONS

All questions concerning the RFI must be submitted via email no later than 5PM local Philadelphia time, on June 11, 2024 to DBHIDS.GrantsProcurements@phila.gov.

Responses to questions and requests for additional information shall be at the sole discretion of the City. Any additional information and/or responses to questions will be posted only on the City’s website at <http://www.phila.gov/rfp> (“Additional Opportunities”). No additional information and/or responses to questions will be sent by email. Nothing in this RFI shall create an obligation on the City to respond to a Respondent submitting a response.

The City may, in its sole discretion, issue addenda to this RFI containing responses to questions, clarifications of the RFI, revisions to the RFI or any other matters that the City deems appropriate. Addenda, if any, will be posted on the City’s website at <http://www.phila.gov/rfp>

(“Additional Opportunities”). It is the Respondent’s responsibility to monitor the Additional Opportunities site for Addenda and to comply with any new information.

Oral responses made by any City employee or agent of the City in response to questions or requests for information or clarification related to this RFI are not binding and should not in any way be considered as a commitment by the City.

If a Respondent finds any inconsistency or ambiguity in the RFI or an addendum to the RFI issued by the City, the Respondent is requested to notify the City in writing by the above deadline for questions and requests for information or clarification.

IV. OVERVIEW OF DBHIDS

DBHIDS has a long history of providing innovative and groundbreaking services in Philadelphia for people in recovery, family members, providers, and communities and has become a national model for delivering behavioral health care services in the public sector. The Department envisions a Philadelphia where every individual can achieve health, well-being, and self-determination. The mission of DBHIDS is to educate, strengthen, and serve individuals and communities so that all Philadelphians can thrive. This is accomplished using a population health approach with an emphasis on recovery and resilience-focused behavioral health services and on self-determination for individuals with intellectual disabilities. Working with an extensive network of providers, DBHIDS provides services to persons recovering from mental health and/or (SUD), individuals with intellectual disabilities, families, and communities to ensure that they receive high quality services which are accessible, effective, and appropriate.

DBHIDS is comprised of the following divisions: Division of Behavioral Health, Division of Intellectual disAbility Services (IDS), Division of Community Behavioral Health (CBH), Division of Planning Innovation, Behavioral Health and Justice Division (BHJD), and Division of Administration, Finance, and Quality.

The Division of Planning Innovation develops and implements strategies to advance the transformation of Philadelphia’s behavioral health system to a recovery-oriented system of care using Public Health strategies. The key goals of this transformation include:

- Shift the treatment focus from “stabilization” to recovery responsive to the needs of people in recovery
- Empower people to direct their recovery journey
- Recognize and engage treatment providers, family members, and community-based supports and organizations as valuable partners in the recovery process
- Help people move beyond their limitations and toward fulfilling lives in the community

In order to advance this transformation, the Division of Planning Innovation develops frameworks and strategies for the change process as well as initiatives that will advance the transformation.

The Planning Innovation Division's Peer Culture and Community Inclusion Unit (PCCI) actively engages, supports, and models the promotion of hope, wellness, and empowerment throughout the Behavioral Health system of Philadelphia and beyond. PCCI develops community partnerships promoting pathways to wellness and leads, promotes, and supports system transformation with the guiding principle that people with lived experiences are paramount in affecting change. PCCI trains people from the community with lived experience with trauma, mental health, and substance use challenges to give back to their community by helping people going through similar challenges, thereby assuring representation of people in recovery and family members at all levels of the system.

The Division of the Planning Innovation/Peer Culture and Community Inclusion (PCCI) Unit will have overall responsibility for this project. The PCCI staff will work cooperatively with other divisions of DBHIDS in the development and implementation stages of the project.

V. SUBMISSION GUIDELINES

The City invites public comment on the New Innovative Recovery Celebratory Event. Please ensure that you have read the New Innovative Event Survey Results 2023June22.pdf. All responses should be aligned with DBHIDS Vision and mission statements (<https://dbhids.org/about/>) and DBHIDS approaches (<https://dbhids.org/our-approach/>).

When submitting your responses, please include a cover sheet that includes your name and contact information, affiliated organization (if applicable), and a brief description of how you are connected to the recovery community and if you will require a fiduciary.

VI. USE OF RESPONSES

Responses to this RFI may be used by DBHIDS to select a Respondent for the New Innovative Recovery Celebratory Event. Responses may also be used to assist DBHIDS in gathering information for planning purposes, and for the purposes of identifying sufficient resources for an implementation initiative.

The City does not intend to announce any further actions taken pursuant to this RFI. If any such announcements are made, at the sole discretion of the City, those announcements will be posted with the original RFI. In some cases, at the City's sole discretion, the City may issue an RFP. The City will notify Respondents to this RFI once the RFP has been posted on the City's website.

The City will notify you if additional information is required in order to evaluate your response to this RFI. Absent such follow-up from the City, we respectfully request that respondents refrain from requesting additional information on the status of this RFI. In order to protect the integrity of the City procurement process, City personnel will not respond to requests for additional information on the status or outcome of this RFI, other than as described above.

VII. HOW TO SUBMIT RESPONSES

Respondents must submit their responses electronically (hard copies are unacceptable) in MS Word or Adobe PDF format, as a single document (see note below), to:

PAMELA MCCLENTON

PAMELA.MCCLENTON@PHILA.GOV

RESPONSES MUST BE SUBMITTED BY JULY 8, 2024

VIII. CONFIDENTIALITY AND PUBLIC DISCLOSURE

Respondents shall treat all information obtained from the City which is not generally available to the public as confidential and/or proprietary to the City. Respondents shall exercise all reasonable precautions to prevent any information derived from such sources from being disclosed to any other person. No other party, including any Respondent, is intended to be granted any rights hereunder.

IX. RIGHTS AND OPTIONS RESERVED

In addition to the rights reserved elsewhere in this RFI, the City reserves and may, in its sole discretion, exercise any or more of the following rights and options with respect to this RFI if the City determines that doing so is in the best interest of the City:

1. Decline to consider any response to this RFI (“response”); cancel the RFI at any time; elect to proceed or not to proceed with discussions or presentations regarding its subject matter with any Respondent and with firms that do not respond to the RFI; to reissue the RFI or to issue a new RFI (with the same, similar or different terms);
2. Select an application from a vendor that does not respond to this RFI, or elect not to proceed with any procurement;
3. Waive, for any response, any defect, deficiency, or failure to comply with the RFI if, in the City’s sole judgment, such defect is not material to the response;
4. Extend the Submission Date/Time and/or to supplement, amend, substitute, or otherwise modify the RFI at any time prior to the Submission Date/Time, by posting notice thereof on the City web page(s) where the RFI is posted;
5. Require, permit, or reject amendments (including, without limitation, submitting information omitted), modifications, clarifying information, and/or corrections to responses by some or all Respondents at any time before or after the Submission Date/Time;
6. Require, request or permit, in discussion with any Respondent, any information relating to the subject matter of this RFI that the City deems appropriate, whether it was described in the response to this RFI;

7. Discontinue, at any time determined by the City, discussions with any Respondent or all Respondents regarding the subject matter of this RFI, and/or initiate discussions with any other Respondent or with vendors that did not respond to the RFI;
8. To conduct such investigations with respect to the financial, technical, and other qualifications of the Respondent as the City, in its sole discretion, deems necessary or appropriate;
9. Do any of the foregoing without notice to Respondents or others, except such notice as the City, in its sole discretion, may elect to post on the City web page(s) where this RFI is posted.

This RFI and the process described are proprietary to the City and are for the exclusive benefit of the City. Upon submission, responses to this RFI shall become the property of the City, which shall have unrestricted use thereof.

X. PUBLIC DISCLOSURE

By submitting a response to this RFI, Respondent acknowledges and agrees i) that the City is a “local agency” under and subject to the Pennsylvania Right-to-Know Law (the “Act”), 65 P.S. §§ 67.101-67.3104, as the Act may be amended from time to time; and ii) responses may be subject to public disclosure under the Act. In the event the City receives a request under the Act for information that a Respondent has marked as confidential, the City will use reasonable efforts to consult with Respondent regarding the response and, to the extent reasonably practicable, will give Respondent the opportunity to identify information that Respondent believes to be confidential proprietary information, a trade secret, or otherwise exempt from access under Section 708 of the Act.

Notwithstanding anything to the contrary contained in this RFI, nothing in this RFI shall supersede, modify, or diminish in any respect whatsoever any of the City’s rights, obligations, and defenses under the Act, nor will the City be held liable for any disclosure of records, including information that the City determines in its sole discretion is a public record and/or information required to be disclosed under the Act.