



**BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND**

REQUEST FOR INFORMATION

Item Description: RFI For RECOVERY PROGRAMMING

Procurement/MinuteTraq #: 42205

Date to be opened: 10/10/2023

Issuing Department: Healthy Communities Office

QUESTIONS

- Please direct questions related to the bidding process, how to fill out forms, and how to submit a bid (Pages 1-8) to the Purchasing Department.
 - Email: purchasing@providenceri.gov
 - Please use the subject line “**Solicitation Question**”
- Please direct questions relative to the specifications outlined (beginning on page 14) to the issuing department’s subject matter expert:
 - Name: Rachel Ferrara
 - Title: Healthy Communities Office Program Manager
 - Email Address: RFerrara@providenceri.gov

Pre-bid Conference

There is no pre-bid conference scheduled for this item.

Deadline for questions submissions:

9/28/2023



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INSTRUCTIONS FOR SUBMISSION

Meeting Date: 10/10/2023

Responses may be submitted up to **2:15 P.M.** on the above meeting date at the **Department of the City Clerk, Room 311, City Hall, 25 Dorrance Street, Providence.** At 2:15 P.M. all responses will be publicly opened and read at the Board of Contract Meeting in Conference Room 305, on the 3rd floor of City Hall.

- Vendors must submit **2 copies** of their response in sealed envelopes or packages labeled with the captioned **Item Description** and the **City Department to which the solicitation is related and must include the company name and address on the envelope as well.** (On page 1).
- Communications to the Board of Contract and Supply that are not competitive sealed bids (i.e. product information/samples) should have “**NOT A BID**” written on the envelope or wrapper.
- Only use form versions and templates included in this solicitation. If you have an old version of a form do not recycle it for use in this request.
- The envelope and information relative to the solicitation must be addressed to:

**Board of Contract and Supply
Department of the City Clerk – City Hall, Room 311
25 Dorrance Street
Providence, RI 02903**

All responses submitted to the City Clerk become public record. Failure to follow instructions could result in information considered private being posted to the city’s Open Meetings Portal and made available as a public record. The City has made a conscious effort to avoid the posting of sensitive information on the City’s Open Meetings Portal, by requesting that such sensitive information be submitted to the issuing department only at their request.



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Certificate Regarding Public Records

Upon behalf of _____ (Firm or Individual),
I, _____ (Name of Person Making Certification),
being its _____ (Title or "Self"), hereby certify an
understanding that:

1. All documents submitted in response to Requests for Proposals (RFP's), Requests for Information (RFI's) and Requests for Qualification (RFQ's), documents contained within, and the details outlined on those documents become public record upon receipt by the City Clerk's office and opening at the corresponding Board of Contract and Supply (BOCS) meeting.
2. The Purchasing Department and the issuing department for this RFP/RFI/RFQ have made a conscious effort to request that sensitive/personal information be submitted directly to the issuing department and only at request if verification of specific details is critical the evaluation of a vendor's bid.
3. The requested supplemental information may be crucial to evaluating submissions. Failure to provide such details may result in disqualification, or an inability to appropriately evaluate responses.
4. If sensitive information that has not been requested is enclosed or if a vendor opts to enclose the defined supplemental information prior to the issuing department's request in the bidding packet submitted to the City Clerk, the City of Providence has no obligation to redact those details and bears no liability associated with the information becoming public record.
5. The City of Providence observes a public and transparent solicitation process. Information required in the response packet may not be submitted directly to the issuing department at the discretion of the vendor in order to protect other information, such as pricing terms, from becoming public. Vendor who makes such an attempt will be disqualified.

I affirm by signing below that I am duly authorized on behalf of vendor, on

this _____ day of _____ 20____.

Signature of Representation

Printed Name



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BID PACKAGE SPECIFICATIONS

The City of Providence Healthy Communities Office (HCO) seeks information from service providers, community-based organizations, and/or key stakeholders on how the City of Providence can expand recovery programming, including but not limited to programs, services, events, and initiatives, to improve outcomes for residents entering and maintaining their recovery. This request is part of the City of Providence's Overdose Prevention Strategy led by the HCO.

The HCO seeks responses to the questions in the "Responses" section of this Request for Information (RFI). The HCO may use the information collected through this RFI to plan for future programs and to draft Requests for Proposal (RFP).

Background Information

The Healthy Communities Office (HCO) leads the City of Providence's health policy and promotion efforts with a mission to ensure that Providence residents have equitable access to the resources they need to lead healthy lives (www.providenceri.gov/healthy).

The Opioid Overdose Epidemic continues to affect the City of Providence disproportionately. In 2022, 96 individuals lost their lives to opioid overdoses in Providence. The rate of overdose fatalities in Providence has been the second highest in the state since 2017, except for 2018, when it was the highest in Rhode Island¹. Unfortunately, each life lost is a loved one, family member, or friend and preventable death.

During that same period, 2017-2022, there were reports of over 3,000 non-fatal overdoses in the City of Providence. In 2022, 615 non-fatal overdoses occurred, accounting for 28% of statewide non-fatal overdoses;² Providence is home to 17% of Rhode Island's total population³. Additional risks and harms are associated with substance use disorder that impacts individuals, families, and the Providence community. The City of Providence is committed to implementing a comprehensive strategy to reduce overdose deaths and substance use-related harms over the next 3-5 years.

The City of Providence Overdose Prevention Strategy aims to de-escalate substance-related harms, especially overdose, across the continuum of opioid risk using the framework below:

Guiding Principles:

1. Advance Health Equity
2. Address Social Determinants of Health
3. Build Community Capacity and Empowerment

¹ Rhode Island Department of Health. (2023). *Municipal Rate of All Drug Involved Fatal Overdose by Year (Incident Municipality)*. <https://ridoh-drug-overdose-surveillance-fatalities-rihealth.hub.arcgis.com/datasets/rihealth::municipal-rate-of-all-drug-involved-fatal-overdose-by-year-incident-municipality/explore>.

² Rhode Island Department of Health. (2023). *Non-Fatal Opioid Overdose-Related Emergency Medical Services Runs*. <https://ridoh-drug-overdose-surveillance-emsdashboard-rihealth.hub.arcgis.com/>.

³ United States Census. (2020)



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4. Increase Coordination & Collaboration
5. Enhance Data-Driven Decision-Making

Strategic Priorities:

1. Promotion
2. Prevention
3. Rescue/Harm Reduction
4. Treatment
5. Recovery

Currently, the HCO is exploring options for recovery programming, including but not limited to programs, services, events, and initiatives within the Recovery strategic priority. The Recovery strategic priority focuses on increasing recovery programming by implementing activities across multiple pathways of recovery, prioritizing whole health and wellness, and collaborating with people with lived experience to build community and social connectedness for individuals at every stage of recovery.

HCO is requesting information on how to best support recovery programming for Providence residents. HCO wants to understand better how to improve outcomes for residents entering and maintaining recovery by:

1. Closing gaps in recovery programming available in Providence.
2. Expanding existing recovery programming in scope and scale.
3. Creating sustainable recovery programming and initiatives in Providence.
4. Minimizing barriers to accessing recovery programming.

Responses

This RFI seeks responses from service providers, community-based organizations, and/or other key stakeholders. The feedback from this RFI may be used to develop future Requests for Proposals and to implement recovery programming if it is in the best interest of the City.

Guidelines for Submission

RFI respondents should provide a general overview of gaps and barriers and the solution(s) they would provide.

RFI respondents should, at a minimum, respond to the questions below:

1. What is the most significant gap in recovery programming for Providence residents?
2. What are the factors that contribute to the described gap?
3. How does the described gap negatively impact Providence residents?
4. Who is most impacted by the described gap?
5. What is a proven approach to recovery programming that would fill the gap described? Please include if this is a new or existing approach that needs to be expanded.
6. Who is the target population of the proposed approach?



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7. How does the proposed approach address one or more guiding principles listed in the “Background” section?
8. How does the proposed approach address the Recovery strategic priority focus described in the “Background” section?
9. What are the outcomes of the proposed approach? How would the outcomes be measured?
10. What support would be needed from the city upfront or on an ongoing basis to implement the proposed approach?
11. What is the anticipated cost of the proposed approach?
12. What are the barriers faced by organizations to providing recovery programming?
13. How can the City help to minimize or overcome the organizational barriers listed?
14. What are the barriers faced by individuals to accessing recovery programming?
15. How can the City help minimize or overcome the individual barriers listed?

Due Date for Responses

10/10/2023

DISCLAIMER

This RFI is issued solely for information and planning purposes; it does not constitute a Request for Proposals, applications, proposal abstracts, or quotations. This RFI does not commit the City of Providence to contract for any supplies or services. Further, The City is not seeking proposals through this RFI and will not accept unsolicited proposals. The Healthy Communities Office is not obligated to enter any financial or legally binding relationships with respondents. Responders are advised that The City will not pay for any information or administrative costs incurred in response to this RFI; all costs associated with responding to this RFI will be solely at the interested party’s expense. Not responding to this RFI does not preclude participation in any future procurement, if conducted. It is the responsibility of the potential responders to monitor this RFI announcement as such, any information gathered through the RFI process will be considered public information and the respondent should not include any information which they deem confidential.

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