

**AGREEMENT #25152-1  
ADULT RESIDENTIAL SUBSTANCE USE TREATMENT  
For LAKE COUNTY**

This Agreement for Professional Services (“**Agreement**”) is between the County of Lake (“**County**”) and Gateway Foundation, Inc. (“**Consultant**”), whose principal business address is 55 E. Jackson Blvd, Suite 1500, Chicago, IL 60604.

**RECITALS**

1. Lake County issued an RFP seeking Adult Residential Substance Use Treatment (“**Services**”).
2. Consultant responded timely with a proposal dated February 4, 2025 (“**Proposal**”).
3. Based on Consultant’s Proposal, the County and Consultant have negotiated terms under which Consultant will perform the Services.
4. To memorialize the terms and conditions under which Consultant will perform the Services, the parties have drafted this Agreement.

In light of the foregoing, Lake County and Consultant agree as follows:

**SECTION 1. AGREEMENT DOCUMENTS**

The documents that encompass the parties’ understanding are listed below and shall be considered in the following order of precedence, with the Consultant’s proposal or the RFP supplying terms or specifications only where not superseded by the terms or specifications contained in this Agreement.

1. This Agreement and its Exhibit A, Scope of Work
2. Consultant’s proposal dated February 4, 2025.
3. The County’s RFP (including any addenda to it).

**SECTION 2. SCOPE OF WORK**

The scope of work that Consultant agrees to perform is set forth in Exhibit A to this Agreement.

**SECTION 3. EFFECTIVE DATE; TERM**

This Agreement shall be effective upon execution and shall be in effect for a one-year period with the option to renew for four additional one-year periods. At the end of any contract term, Lake County reserves the right to extend this contract for a period of 60 days for the purpose of negotiating a new or extended agreement. For any year beyond the initial contract term, this contract is contingent upon the appropriation of sufficient funds.

**Effective Date.** Unless a different effective date is provided above, this Agreement will become effective when all of the parties have signed it, and the date this Agreement is signed by the last party to sign it (as indicated by the date associated with that party's signature) will be deemed the "Effective Date" of this Agreement. If a party signs but fails to date a signature, the date that the other party receives the signing party's signature will be deemed to be the date that the signing party signed this agreement, and the other party may inscribe that date as the date associated with the signing party's signature.

#### **SECTION 4. AGREEMENT PRICE**

Lake County shall make monthly payments to Consultant based upon services provided. Daily rates shall be equal to the Medicaid rates at the time the service was provided. All services shall be included in the daily rate, except those specified below, which shall follow the SUPR reimbursement rates at the time of the service.

- Urine Drug Screen
- Assessment (billed per quarter hour)
- Psychiatric eval (non MD)

The Consultant shall seek reimbursement from all applicable payment sources, including insurance and any other available sources, before submitting an invoice to the County.

#### **SECTION 5. INVOICES & PAYMENT**

- A. At the start of this Agreement, the County will issue a purchase order for the work and Consultant shall submit invoices detailing the products and services provided and identify the purchase order number on all invoices.
- B. Consultant shall maintain records showing the actual time its employees and agents devoted to the project, and the costs incurred. Consultant shall permit a representative from Lake County to inspect and audit all of Consultant's data and records for the work and services provided under this Agreement. Consultant shall make these records available at reasonable times during the Agreement period and for one year after the end of the Agreement.
- C. All payments shall be made in accordance with the Illinois Local Government Prompt Payment Act, which generally requires approval of a Consultant's bill within 30 days of receiving the invoice for the services contained in it, and payment within an additional 30 days (50 ILCS 505/1 *et seq.*).
- D. Lake County's fiscal year ends on November 30. Invoices for services the Consultant has rendered up until November 30 of each year must be received by Lake County on or before January 15 of the subsequent calendar year.

Other than the timeframe for payments related to the end of Lake County's fiscal year,

as stated above, Lake County shall not be held financially liable for payment of any services rendered if the invoice for such services is not sent to the County within 90 days from the date the services were provided.

If this Agreement is terminated prior to its expected expiration date, the Consultant must submit all invoices to Lake County no later than 30 days after the effective date of the termination.

Payment for invoices received beyond the time periods in this subsection will be denied, absent an agreement to the contrary. Failure of the Consultant to invoice the County in the timeframes noted in this section shall constitute the Consultant's waiver of the Consultant's right to payment.

## **SECTION 6. CONTRACT MODIFICATIONS**

In the event changes to the scope of the project or additional work become necessary or desired (a "Modification"), the parties shall follow the procedures set forth in this Section to memorialize the modification (a "Contract Modification"). A Contract Modification shall be effective only if documented in writing, dated and signed by both parties, and expressly referencing this Agreement. The Contract Modification shall set forth in detail: (i) the Modification requested, (ii) the reason for the proposed Modification; (iii) the cost of the Modification; and (iv) the Modification's impact on the time for completing the project.

In the event either party desires a Modification, the Project Manager for such party shall submit to the other party's Project Manager a proposed Contract Modification. If the receiving party does not accept the Contract Modification in writing within 10 business days, the receiving party shall be deemed to have rejected the Contract Modification. If the parties cannot reach agreement on a proposed Modification, Consultant shall nevertheless continue to render performance under this Agreement in accordance with its (unmodified) terms and conditions.

Modifications that involve or increase in the amounts payable by the County may require execution by the County Purchasing Agent. Some increases may also require approval by the County Board. In cases where the Purchasing Agent's signature is required, or where County Board approval is needed, the Contract Modification shall not be deemed rejected by County after 10 days if the County's Project Manager has indicated in writing within the 10-day period an intent to present the Contract Modification for appropriate signature or approval.

## **SECTION 7. INDEMNIFICATION**

Consultant agrees to indemnify and defend Lake County (its employees, elected officials, executives, and agents) from all claims, actions, demands, judgments or liabilities, fines, penalties, and expenses, including without limitation reasonable legal fees and expert costs, arising out of this Agreement and arising from the Consultant's (its employees', executives', and agents') actions, whether negligent, reckless, or intentional. Lake County shall provide notice to

Consultant promptly of any such claim, suit, or proceeding, and will assist Consultant, at Consultant's expense, in defending any such claim, suit, or proceeding.

## **SECTION 8. INSURANCE**

The Consultant must obtain, for the Contract term and any extension of it, insurance issued by a company or companies qualified to do business in the State of Illinois with an A.M. Best Rating of at least A and provide the County with a Certificate of Insurance 15 days before the start of the project, and thereafter annually upon each renewal date for contracts/projects that will last more than one year. Insurance in the following types and amounts is necessary:

### Commercial General Liability Insurance

In a broad form on an occurrence basis shall be maintained, to include, but not be limited to, coverage for property damage, bodily injury (including death), personal injury and advertising injury in the following coverage forms where exposure exists:

- Premises and Operations
- Independent Contractors
- Products/Completed Operations
- Liability assumed under an Insured Contract/ Contractual Liability
- Personal Injury and Advertising Injury

With limits of liability not less than:

\$ 1,000,000 Each Occurrence

\$ 1,000,000 Products-Completed Operations

\$ 1,000,000 Personal and Advertising injury limit

\$ 2,000,000 General aggregate; the CGL policy shall be endorsed to provide that the General Aggregate limit applies separately to each of the Consultant's projects away from premises owned or rented to Consultant.

### Excess/ Umbrella Liability

The Consultant's Excess/ Umbrella liability insurance shall be written with the umbrella follow form and outline the underlying coverage, limits of insurance will be based on size of project:

\$ 2,000,000 per occurrence limit (*minimum*)

### Automobile Liability Insurance

Automobile liability insurance shall be maintained to respond to claims for damages because of bodily injury, death of a person, or property damage arising out of ownership, maintenance, or use of a motor vehicle. This policy shall be written to cover any auto whether owned, leased, hired, or borrowed.

The Consultant's auto liability insurance, as required above, shall be written with limits of insurance not less than the following:

\$ 1,000,000 Combined single Limit (Each Accident)

Workers Compensation (Coverage A) and Employers Liability (Coverage B)

Workers Compensation Insurance covering all liability of the Consultant arising under the Worker's Compensation Act and Worker's Occupational Disease Act at limits in accordance with the laws of the State of Illinois. Employers' Liability Insurance shall be maintained to respond to claims for damages because of bodily injury, occupational sickness, or disease or death of the Consultant's employees, with limits listed below:

Employers Liability

- a) Each Accident \$1,000,000
- b) Disease-Policy Limit \$1,000,000
- c) Disease-Each Employee \$1,000,000

Such Insurance shall contain a waiver of subrogation in favor of Lake County.

Healthcare Professional Liability – Errors and Omissions

The Psychiatric/Medical/Healthcare Providers shall maintain professional liability insurance to respond to allegations of errors and omissions in the delivery of healthcare services by the awarded proposer and shall be written with limits of insurance not less than the following:

\$ 1,000,000 per claim per policy year / \$ 3,000,000 aggregate

Cyber Liability

Cyber Liability Insurance for unauthorized release of Personally Identifiable Information (PII), protected Health Information (PHI) and confidential information of third parties and employees including Privacy Regulatory coverage for both legal defense and fines/penalties from a privacy breach for risks associated with e-business, internet, etc., with limits of insurance not less than the following:

\$ 1,000,000 per occurrence limit.

County, acting at its sole option, may waive any of the foregoing insurance requirements upon a request to do so, but no waiver shall be effective unless made in writing. Such waiver may include or be limited to a reduction in the amount of coverage required above. The extent of waiver shall be determined solely by County's risk manager taking into account the nature of the work and other factors relevant to County's exposure, if any, under this agreement.

Liability Insurance Conditions

Consultant agrees that with respect to the above required insurance:

- a) The CGL policy shall be endorsed for the general aggregate to apply on a "per Project" basis;
- b) The Consultant's insurance shall be primary & non-contributory over Lake County's insurance in the event of a claim.

- c) Consultant agrees that with respect to the above required insurance, Lake County shall be named as additional insured, including its agents, officers, and employees and volunteers and be provided with thirty (30) days' notice, in writing by endorsement, of cancellation or material change. A blanket additional insured ISO endorsement is preferred for Consultants who have multiple projects with the County.
- d) Lake County shall be provided with Certificates of Insurance and should include the appropriate corresponding ISO form endorsements evidencing the above required insurance, prior to commencement of this Contract and thereafter with certificates evidencing renewals or replacements of said policies of insurance at least thirty (30) days prior to the expiration of cancellation of any such policies. No manuscript endorsements will be accepted. Any hard copies of said Notices and Certificates of Insurance and Endorsements shall be provided to:

**Lake County  
Purchasing Division  
18 N. County 9th Floor  
Waukegan, Illinois 60085**

- e) **Electronic copies of Notices, Certificates of Insurance and Endorsements can be emailed to [Purchasing@lakecountyil.gov](mailto:Purchasing@lakecountyil.gov) in place of hard copies.**

Failure to Comply: In the event the Consultant fails to obtain or maintain any insurance coverage required under this agreement, Lake County may purchase such insurance coverage and charge the expense to the Consultant.

#### **SECTION 9. INDEPENDENT CONTRACTOR; LICENSURE OR CERTIFICATIONS; KEY PERSONNEL**

- A. **Independent Contractor Status.** The parties intend that the Consultant will be an independent contractor.
- B. **Licensure or Certifications.** If required by law, the Consultant must at all times be and remain licensed or certified as a qualified provider of the services provided in this Agreement. Consultant shall submit copies of the required licenses or certifications upon the County's request. Consultant shall promptly notify County in writing of any citation Consultant receives from any licensing or certification authority, including all responses and correction plans.
- C. Where the parties have identified particular individuals as being critical to a project ("Key Employees"), then Consultant shall not replace Key Employees without the County's prior written consent, which shall not be unreasonably withheld. Should Key Employees be reassigned, become incapacitated, separate from the Consultant, or be otherwise unable

to perform the functions assigned to them, Consultant shall (i) within 10 business days, temporarily replace the person with another properly qualified employee and (ii) within 30 calendar days, permanently replace the person.

Lake County shall have the right to request that Consultant replace Key Employees from the project by setting forth in writing the grounds for the request. Consultant shall have a reasonable time period in which to address the grounds or make a substitution.

- D. Consultant shall complete its obligations under this Agreement in a sound, economical and efficient manner and in accordance with this Agreement and all applicable laws. Consultant agrees to notify Lake County immediately whenever it is unable to comply with applicable State, Federal, or local laws, rules and regulations. Where non-compliance materially impairs the Consultant from performing the services under this Agreement, the County may terminate the Agreement for cause.

#### **SECTION 10. DISPUTE RESOLUTION**

All issues, claims, or disputes that the Consultant raises or makes related to this Agreement shall, if not satisfied through less formal means, first be resolved in accordance with the Contract Disputes provision of the Lake County Purchasing Ordinance, § 33.097. The Consultant agrees that it may seek additional remedies only after the process set forth in § 33.097 is complete.

#### **SECTION 11. NO IMPLIED WAIVERS**

Waivers of a term or condition of this Agreement shall be in writing, and that writing must describe the circumstances giving rise to the waiver. The parties intend that no waiver of any term or condition shall be deemed or construed as a waiver of any other term or condition of this Agreement, and waiver of any breach shall not be deemed to be a waiver of any subsequent breach, whether of the same or a different provision of this Agreement.

#### **SECTION 12. SEVERABILITY**

If any provision of this Agreement is unenforceable to any extent, the remainder of this Agreement (or application of that provision to any persons or circumstances other than those as to which it is held unenforceable) will not be affected by that unenforceability and will be enforceable to the fullest extent permitted by law.

#### **SECTION 13. JURISDICTION, VENUE, CHOICE OF LAW AND PROFESSIONAL STANDARDS**

This Agreement shall be governed by and construed according to the laws of the State of Illinois. Jurisdiction and venue shall be exclusively found in the 19th Judicial Circuit Court of Lake County, Illinois.

## **SECTION 14. NOTICES AND COMMUNICATIONS**

All notices and communications which may be given by Lake County to Consultant relative to this Agreement shall be addressed to the Consultant at the address shown herein below:

Joseph Zleba  
Director of Contracts and Credentialing  
55 E. Jackson Blvd, Suite 1500  
Chicago, IL 60604  
[jjzieba@gatewayfoundation.org](mailto:jjzieba@gatewayfoundation.org)

Jeremy Klemanski  
President and CEO  
55 E. Jackson Blvd, Suite 1500  
Chicago, IL 60604  
[jklemanski@gatewayfoundation.org](mailto:jklemanski@gatewayfoundation.org)

Copies of any notices and communications which propose to modify or terminate this Agreement shall be provided to: Lake County Purchasing Division, 18 North County Street, 9<sup>th</sup> Floor, Waukegan, Illinois 60085-4350; Attention: Purchasing Agent.

## **SECTION 15. ASSIGNMENT, ALTERATIONS AND MODIFICATIONS**

This Agreement shall not be assigned, delegated, or modified without the express written consent of both parties. This Agreement supersedes all other agreements, oral or written, between the parties with respect to the subject matter of this Agreement.

If Lake County agrees that the Consultant may assign, delegate, or subcontract the work under this Agreement, Consultant shall remain contractually liable to Lake County unless otherwise agreed in writing.

## **SECTION 16. TERMINATION**

Lake County reserves the right to terminate this Agreement as set forth below.

a. Termination for Convenience:

Lake County reserves the right to terminate this Agreement, or any part of this Agreement, with or without cause, upon 30 days' written notice. In case of such termination, Consultant shall be entitled to receive payment from Lake County for work completed to the date of termination in accordance with the terms and conditions of this Agreement.

b. Termination Due to Material Breach:

In the event that this Agreement is terminated due to the Consultant's material breach, Lake County shall be entitled to purchase substitute items or services elsewhere and charge Consultant with losses the County incurs, including attorney's fees and expenses, notwithstanding any damage limitations the parties may agree to elsewhere.



c. Termination Due to Lack of Appropriations:

If sufficient funds are not appropriated by the Lake County Board to continue the services under this Agreement, then Lake County may terminate this Agreement. Lake County agrees to give written notice of termination to Consultant at least 30 days prior to the end of the last fiscal year for which appropriations were made. Lake County shall remit payment for all work completed and approved or accepted by the County, to the date of termination. Termination under this subsection shall not entitle the Consultant to contractual damages of any kind.

d. Termination Due to Force Majeure Events:

(i) If a Force Majeure Event prevents a party from complying with any one or more obligations under this agreement, that inability to comply will not constitute breach if (1) that party uses reasonable efforts to perform those obligations, (2) that party's inability to perform those obligations is not due to its failure to (A) take reasonable measures to protect itself against events or circumstances of the same type as that Force Majeure Event or (B) develop and maintain a reasonable contingency plan to respond to events or circumstances of the same type as that Force Majeure Event, and (3) that party complies with its obligations under section 16(d)(iii), below.

(ii) For purposes of this agreement, "Force Majeure Event" means, with respect to a party, any event or circumstance, whether or not foreseeable, that was not caused by that party and any consequences of that event or circumstance.

(iii) If a Force Majeure Event occurs, the noncomplying party shall promptly notify the other party of occurrence of that Force Majeure Event and may terminate the Agreement based on it, with an obligation to pay only for services performed prior to the Force Majeure Event.

## **SECTION 17. APPLICABILITY OF "SUNSHINE" LAWS**

Both parties acknowledge that Consultant's documents and dealings related to this Agreement are subject to the Illinois Open Meetings Act (5 ILCS 120/1 *et seq.*) and the Illinois Freedom of Information Act (5 ILCS 140/1 *et seq.*). Consultant agrees to comply with all pertinent federal and state statutes, rules and regulations and County ordinances related to confidentiality.

## **SECTION 18. WORK PRODUCT**

All work product prepared by Consultant pursuant to this Agreement, including, but not limited to, policies, reports, analysis, plans, designs, calculations, work drawings, studies, photographs, models, and recommendations shall be the property of Lake County. Consultant shall deliver the work product to Lake County upon completion of Consultant's work, or termination of the Agreement, whichever comes first. Consultant may retain copies of such work product for its records; however, Consultant may not use, print, share, disseminate, or publish any work product related to this Agreement without the consent of Lake County.

## **SECTION 19. PRESS/NEWS RELEASES**

Consultant may not issue any press or news releases regarding this Agreement without prior approval from Lake County. Consultant shall provide notice to Lake County's Chief Communications Officer if contacted by the media regarding the services set forth in this Agreement.

## **SECTION 20. DEBARMENT AND SUSPENSION**

The Lake County Purchasing Ordinance § 33.125 through 33.126 defines the County's Authority and Decision to Debar.

The Consultant certifies to the best of his or her knowledge and belief that the Consultant:

- A. Is not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency.
- B. Has not within a 3-year period preceding this contract been convicted of or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State, or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;
- C. Is not presently indicted or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- D. Has not, within a three-year period preceding this contract, had one or more public transactions (Federal, State, or local) terminated for cause or default.

Consultant agrees that, during the term of this Agreement, Consultant shall report to the County's contract administrator, within 10 days, any allegations to or findings by the National Labor Relations Board (NLRB) or Illinois Labor Relations Board (ILRB) that Consultant has violated a statute or regulation regarding labor standards or relations. If an investigation by the County results in a final determination that the matter adversely affects Consultant's responsibilities under this Agreement, then the County may terminate this contract.

## **SECTION 21. NON-DISCRIMINATION**

During the term of this agreement, Consultant agrees to and shall comply with (1) the Equal Opportunity Employer provisions of Section 2000e of Chapter 21, Title 42 of the United States

Code and Federal Executive Order Number 11246, as amended by Executive Order 11375, and (2) Chapter 33 of Title III of the Lake County Code of Ordinances (titled "Purchasing").

**Signed:**

**COUNTY OF LAKE**

By: \_\_\_\_\_  
Its Purchasing Agent

Date: \_\_\_\_\_

**GATEWAY FOUNDATION, INC.**

By: \_\_\_\_\_  
Its

Date: \_\_\_\_\_

DRAFT

**Exhibit A**  
**SCOPE OF WORK**

- A. Services to be provide by the Proposer:
1. Provide room and board, including the use of a bed with clean linens, three meals daily, bathing facilities and bathing linens.
  2. Treat substance use and mental health problems simultaneously and offer the proper interventions (i.e., hospitalization) to maintain continuity of care.
  3. Provide daily individual and/or group substance abuse and mental health clinical services by qualified staff.
  4. Provide additional opportunities for structured pro-social, supportive activities. For example, family/partner engagement, 12-step meetings, creative activities, resume writing, life skills classes etc.
  5. Provide access to a qualified psychiatrist or other psychiatric provider and indicate how services are offered (on-site? in-person? virtual?).
  6. Provide access to medically assisted treatment for those who require it. Indicate how services are offered (in-house or at an outside agency). What medications are utilized?
  7. Provide a level of nursing care sufficient to assess medical needs as well as manage and administer prescription medications.
  8. Provide medical detox services on-site. If this service isn't available, describe a protocol used when a client is in need of medical detox.
  9. Have staff trained to assist uninsured, qualified clients with applying for Medicaid.
  10. Provide Lake County with written or verbal confirmation of client's arrival on the day of admission. This should include contact information for his/her primary counselor. Counselors must be responsive and communicative with probation officers and provide written status reports upon request.
  11. Provide comprehensive aftercare planning, collaborating and coordinating with other agencies to arrange needed services.
  12. Provide a simple and concise Discharge Summary within 3 days of discharge. This document *must* include date of admission, date of discharge, type of discharge, and recommendations for aftercare. Any additional information (behavior, level of engagement, prognosis etc..) should be written in a separate narrative paragraph.
  13. Notify Lake County Psychological Services and/or Adult Probation Services of client's change of status within 24 hours. This refers to a client being terminated from treatment due to behavioral/disciplinary issues, client having an unauthorized absence, or client leaving the program Against Staff Advice.

14. For clients who arrive at facility on a detainer from the Lake County Jail – provider must notify the Lake County Sheriff’s Jail Transport team of upcoming discharge date and make arrangements for transport back to the jail.
15. Have an emergency/crisis response protocol and procedure in place.
16. Upon treatment completion, follow-up services must be in place to support the progress the client has made when in residential treatment. Indicate ability to provide lower levels of care: recovery home, intensive outpatient and basic outpatient upon discharge from residential level of care.

**B. Staffing Services to be provided by the Proposer:**

1. Describe staff credentials, training, and experience and how they match RFP staffing requirements, reflect the ethnic diversity of Lake County, and address how to serve individuals with limited English proficiency.
2. List the abilities, qualifications, academic credentials, licenses and experience of all persons who would be assigned to provide the services and their experience on similar contracts.
3. Provide your minimum staff to patient ratio.
4. Describe how further training will be provided. If the person(s) are not currently employed by the Proposer, clearly delineate the process you will use for recruiting, hiring, and training.
5. Provide training and support for all staff in the skills necessary to adequately deliver the services delineated herein.
6. Describe your internal policies and procedures for complaints and Grievances (include number received in previous year), incident reporting and admission and discharge Policy/Procedure.

**C. Program Design to be provided by the Proposer:**

1. Describe, the services that your company provides, the program design, and the best practice or evidence-based model that will be used. Identify which elements are provided with your service and identify others that are not listed (i.e. Integrated Dual Diagnosis, Trauma-informed care, or Cognitive Behavior Therapy).
2. Describe in detail for each service program offered; the methods to be employed, the program content, evaluations and reports to be submitted (including samples where appropriate) and how each of these fulfill the program objectives.

**D. Recovery Home Services to be provided by the Proposer, if available:**

1. Provide information about Recovery Home Services for both men and women who have completed an inpatient treatment program. It is anticipated that the length of stay will vary depending on the needs of the individual (30-90 days). Ongoing treatment and other supportive services are expected to be offered in the program. Please explain in detail the target population(s) you will serve and the scope of services you can provide for each targeted population. Also include

examples of treatment plans, discharge plans, and any other written documentation supporting the proposed services.

2. Recovery Coaches, if available, shall:
    - a. Provide Recovery Planning and Linkage to Recovery Support Services.
    - b. Develop new pro-social networks by guiding them to self-help meetings, introducing clients to potential sponsors through the AA Bridging the Gap program, and linking them to successful Lake County Adult Probation Clients.
    - c. Develop a recovery plan to meet their individual goals and aspirations of each client.
    - d. Provide relapse prevention coaching:
      - i. Assist probation clients with identifying the framework in which their substance using, and criminal behaviors occur by mapping out the causes, including external (people, places, and times) and internal (thoughts and feelings) and positive and negative consequences.
      - ii. Assist clients in improving their behavior skills by breaking down problems as they arise into manageable steps; modeling effective communication skills to navigate problem situations; and teaching drug and crime refusal skills using role playing.
    - e. Provide group and individual booster sessions to clients at least monthly (or more as needed) starting after they complete treatment and continuing until they complete probation
- E. Service Delivery Team Services to be provided by the Proposer:
1. A Clinical Supervisor who qualifies as a licensed Mental Health Professional; this person should be qualified in the delivery and supervision of various treatment modalities. Attach a copy of the supervisor's resume and applicable licenses to your response.
  2. Experienced professional staff qualified to provide Cognitive Behavioral therapy and the other treatment modalities.
  3. Experienced Mental Health Practitioners to implement behavioral management plans.
  4. Experienced staff qualified to provide Integrated Dual Diagnosis Treatment.
  5. Guaranteed access to a qualified psychiatrist or other psychiatric provider.
  6. Knowledge and experience in the monitoring of psychotropic medications, including identification of common side effects and signs of non-adherence.
  7. Ability to assess behavior and to identify issues requiring qualified medical, nursing, psychological, or other specialized interventions.
  8. Ability to develop sophisticated relapse prevention and discharge plans that maximize natural supports and recipient strengths and that include strong linkages to other community providers.
  9. A level of nursing sufficient to assess and address comprehensive medical needs.
  10. All services will be provided in an individualized, culturally competent manner. The treatment services will be recovery-focused and delivered in an atmosphere of

hope and optimism and absent any stigma promoting interaction. Services will be provided using both group and individual modalities, as appropriate, and treatment delivery will be based on the needs of each individual. Upon the County's request, proposers are expected to submit redacted copies of a patient's individualized care plan.

11. Staff will be recruited and hired with strong experience, clinical skills, competency and knowledge in the delivery of services for the target population.

F. Proposer should be able to provide the following services for Psychosocial Rehabilitation and skill training for all aspects of independent living, including

1. Illness Management and Recovery
2. Person-centered treatment planning based on the individual's own recovery vision and goals
3. Ability to provide flexible staff-to-patient ratios as needed
4. Medical monitoring and nursing support (which may include registered nurse and licensed practical nurse with RN supervision)
5. Dietary accommodation for medical, cultural, other reasons
6. Adequate room for programming and leisure activities
7. Adequate staffing 24 hours a day, seven days a week
8. Extensive functional assessments and relapse prevention plans
9. Linkages with community providers and ability to ensure all functional deficits are addressed