



# North Dakota Legislative Management

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November 12, 2013

## TO: PROSPECTIVE BEHAVIORAL HEALTH NEEDS CONSULTANTS

The North Dakota Legislative Management is seeking proposals for consultant services for assistance in a study of behavioral health needs of youth and adults in North Dakota. The Legislative Management has assigned the responsibility to study behavioral health needs of youth and adults in the state to its interim Human Services Committee, Representative Chuck Damschen, Chairman. Your organization is invited to submit a proposal for providing consulting services to the committee by Friday, December 13, 2013.

The selection of the consultant will be made by the Human Services Committee subject to approval by the Chairman of the Legislative Management.

As provided in Section 1 of 2013 Senate Bill No. 2243 (included in the enclosed [background memorandum](#)), the study is to address the behavioral health needs of youth and adults and the scope of the study is to include consideration of access, availability, and delivery of services. The study must include input from stakeholders, including representatives of law enforcement, social and clinical service providers, education, medical providers, mental health advocacy organizations, emergency medical service providers, juvenile court, tribal government, and state and local agencies and institutions. Specific areas the study is to address include:

1. Identify stakeholders of the behavioral health system.
2. Identify the need for behavioral health services by geographic area of North Dakota.
3. Assess the availability and adequacy of supports, services, and facilities to meet the need for behavioral health services in the state by:
  - a. Identifying the services, supports, and facilities available in the state by geographic area;
  - b. Identifying gaps in coverage;
  - c. Identifying differences in adequacy of access, availability, and delivery of services for youth with behavioral health needs and adults with behavioral health needs;
  - d. Assessing the availability of prevention and early intervention services for behavioral health in North Dakota;
  - e. Identifying areas of treatment needing improvement, taking into account new evidence-based practices leading to effective recovery; and
  - f. Assessing the impact of population changes in North Dakota on behavioral health service systems.

4. Assess the availability of insurance coverage for behavioral health care in North Dakota.
5. Assess the adequacy of communications between the public and private systems of behavioral health services.
6. Assess the adequacy of integration of the physical health care and behavioral health care systems in North Dakota.
7. Develop a plan based on specific goals and objectives to improve behavioral health services in North Dakota.
8. Provide recommendations to implement the plan to improve behavioral health services in North Dakota. Recommendations should identify the entity responsible for implementing the recommendation, required legislative changes, and any estimated costs by funding source.

The resulting contract will require periodic reports to the Human Services Committee on the status of the project and on tentative findings and recommendations with the final written report due by Tuesday, July 1, 2014.

The proposal should include information on the individuals who would conduct the study, including educational and employment experiences, and the company's experience with behavioral health services. The proposal should include representative samples of summaries of similar or related studies conducted and the status of the implementation of any recommendations. The proposal should include references for previous related studies. Proposed contract amounts should be inclusive of all expenses.

The Legislative Management intends to award the contract based on the information contained within the proposals received as well as information received from other sources. The Legislative Management reserves the right to accept or reject any or all proposals and to award a contract which the Legislative Management considers the most advantageous to the state. Consultants under contract for the state should be able to obtain lodging in the state at the rate provided by law for state government officials and employees (\$74.70 per night plus tax).

If you are interested in submitting a proposal for providing these services, please submit your proposal to the Legislative Council office at the address below by Friday, December 13, 2013. The committee plans to meet on Tuesday, January 7, 2014, at the State Capitol, Bismarck, North Dakota, to hear formal presentations from consultants submitting proposals chosen for final consideration.

The Legislative Council is the point of contact for this request for proposal (RFP). All consultant communications regarding this RFP should be directed to the Legislative Council.

Contacts:

Legislative Council - Allen H. Knudson, Legislative Budget Analyst and Auditor

Email: [aknudson@nd.gov](mailto:aknudson@nd.gov)

Legislative Council - Alex J. Cronquist, Fiscal Analyst

Email: [ajcronquist@nd.gov](mailto:ajcronquist@nd.gov)

State Capitol

600 East Boulevard Avenue

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The RFP, any amendments to the RFP, and all questions submitted with responses will be posted on the following website at <http://www.legis.nd.gov/news/rfp-prospective-behavioral-health-needs-consultants>. Interested consultants are encouraged to check that website periodically for any updates related to this RFP.

Background information is enclosed relating to the state's existing behavioral health services.

Sincerely,

A handwritten signature in black ink that reads "Rayman L. Holmberg". The signature is written in a cursive style with a long horizontal stroke at the beginning and a large, sweeping flourish at the end.

Senator Ray Holmberg  
Chairman

RH/JJB  
Enc.