

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Juvenile Drug Court Treatment Providers (Annual Contract) – RFP No. 22-0009
INITIATED BY:	Finance Department

It is requested that Council authorize the execution of annual contracts with Integrative Therapeutic Guidance, LLC (Columbus, GA) for crisis intervention and in-home counseling services and Dr. Robert F. Carlson (Salem, AL) for individual and family counseling and psychological evaluation services. Juvenile Drug Court will procure the services on an as-needed basis.

The Juvenile Drug Court Program is a voluntary program for juveniles charged with drug-related non-violent crimes. The treatment providers will render the following services:

- The crisis intervention specialist will provide services to stabilize crisis situations with any Drug Court participant. The specialist will also provide crisis intervention services to the participant and family when the crisis involves the participant and family members. Referrals will be made at the discretion of the Judge and/or Program Director. This position is an on-call position, 7 days a week, 24 hours a day.
- The individual and family counselor will provide substance abuse counseling, individual and family counseling to Drug Court participants and their families. Referrals will be made at the discretion of the Judge and/or Program Director. The treatment provider is responsible for submitting treatment progress reports, attendance reports and other necessary documentation as required by the Judge and/or Program Director. Attendance at Drug Court case staffing and Drug Court hearings is required.
- The psychological evaluator will provide assessments of intellectual functioning, achievement level functioning and personality functioning. Requests for a psychological assessment will be made at the discretion of the Judge and/or Program Director. The evaluator is responsible for scheduling, conducting evaluation and submitting written psychological evaluation within a 2-week period from date of referral. Attendance at Drug Court case staffing and Drug Court hearings is required. The services include psychological evaluations at Aaron Cohn Youth Detention Center or other detention facility.
- The in-home counselor will provide short-term evidence-based counseling interventions, in the residence of the drug court participant, to stabilize the individual and family and improve the overall family functioning. Referrals will be made at the discretion of the

Judge and/or Program Director. The treatment provider is responsible for submitting treatment progress reports and other necessary documentation as required by the Judge and/or Program Director. The in-home counselor will regularly attend Drug Court case staffing and Drug Court hearings is required.

The initial term of the contracts shall be for two years with the option to renew for three additional twelve-month periods. The contract renewals will be contingent upon the mutual agreement of the City and the Contractors.

Annual Contract History:

The previous 5-year contracts were awarded per Resolution No. 370-16, dated October 25, 2016, to Infinity Services Group, LLC (Columbus, GA), A Way Out, Inc. (Columbus, GA) and Dr. Robert F. Carlson (Salem, AL),

RFP Advertisement and Receipt of Proposals:

RFP specifications were posted on the web page of the Purchasing Division, the Georgia Procurement Registry and DemandStar on August 24, 2021. This RFP has been advertised, opened, and evaluated. Six proposals were received on October 1, 2021, from the following firms:

- Integrative Therapeutic Guidance, LLC (Columbus, GA)**
- Robert F. Carlson, Ph.D. (Salem, AL)**
- Boyz 2 Men Development, Inc. (Columbus, GA)
- Georgia Counseling, Inc. (Stockbridge, GA)
- Georgia HOPE (Woodstock, GA)
- I am Moore, LLC (Columbus, GA)
- Reflections Behavioral Health and Wellness Services (Columbus, GA)

The following events took place after receipt of the proposal.

RFP MEETINGS/EVENTS		
Description	Date	Agenda/Action
Pre-Evaluation Meeting	10/29/21	The Purchasing Manager advised evaluation committee members of the RFP rules and process, and the using department representative provided an overview. Proposals were emailed to each committee member to review.
1 st Evaluation Meeting	12/3/21	The committee discussed each proposal and determined clarification was required from one vendor.
Clarification Requested	12/13/21	Clarification was requested from one vendor.
Clarification Received	12/14/21	The clarification response was received and forwarded to the Evaluation Committee; the committee did not require further clarification.
Evaluation Forms Sent	01/14/22	Evaluation forms were forwarded to the voting committee members.
Evaluation Forms Received	05/16/22	The final set of evaluation forms were received.
Evaluation Results	05/16/22	Evaluation results were forwarded to the committee.

Award Recommendation	05/17/22	The evaluation committee unanimously recommended award to the two highest-scoring vendors of Therapeutic Guidance, LLC and Dr. Robert F. Carlson.
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Evaluation Committee:

The proposals were reviewed by voting members of the Evaluation Committee, which consisted of two representatives from Juvenile Court and one representative from Adult Drug Court.

An additional Juvenile Court representative served as an alternate voter.

Award Recommendation:

The evaluation committee unanimously recommended award to Therapeutic Guidance, LLC and Dr. Robert F. Carlson.

Vendor Qualifications/Experience:

- **Integrative Therapeutic Guidance, LLC**

- The practice was established in April 2017, and its services include an integrative approach (cognitive behavioral therapy, psychodynamic therapy, and solution-focused brief therapy, etc.) to counseling/treatment modalities.
- The owner holds a Bachelor of Science degree in Psychology with a minor in Sociology, and a Master of Science in Counseling and Psychology (Clinical Mental Health Counseling Program).
- The supervisor is a certified professional counselor by the state of Georgia and a certified professional counselor supervisor by the Licensed Professional Counselors Association of Georgia. Additionally, the supervisor holds a Bachelor of Science in Criminal Justice, a Master of Science in Public Administration, and a Master of Science in Clinical Mental Health Counseling.
- Below are the most recent clients for which the vendor provided similar services:

Muscogee County Juvenile Court March 2019 - Present
 Individual evidence-based counselling and therapeutic intervention services for youth who are engaged in the Juvenile Drug Court Program (i.e., treatment plans, substance abuse counseling, anger management counseling (if needed)) and provides progress updates regarding the youth.

Zion Foundation, Inc. (Columbus, GA) April 2018 - Present
 Supervises client’s behavior in group-home settings to ensure clients are promoting a safe environment for self, peers, and staff while also monitoring client’s medication compliance; provides individual counseling and therapeutic intervention services for adults, children and adolescents.

- Dr, Robert F. Carlson

- Dr. Carlson is an independent practitioner in the field of professional counseling and psychology, with over 30 years of experience.
- Dr. Carlson has a Ph.D. in Cognitive Psychology. Additionally, Dr. Carlson is an assistant professor in the Counseling and Psychology department and is an advisor for the Counseling, Rehabilitation and Interpreter Training at Troy University (Phenix City Campus).
- Dr. Carlson is a certified professional counselor by the state of Georgia, a certified professional counselor supervisor by the Licensed Professional Counselors Association of Georgia.
- Below are the most recent clients for which the vendor provided similar services:

Muscogee County Juvenile Court November 2016 – March 2022
 Provided individual and family counseling and psychological evaluations.

Muscogee County Juvenile Court March 2011 – November 2016
 Provided individual and family counseling and psychological evaluations.

The City’s Procurement Ordinance, Article 3-110 (Competitive Sealed Proposals (Negotiations), governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the evaluation results and cost information has been submitted to the City Manager in a separate memo for informational purposes.

Funds are budgeted each fiscal year for this ongoing service: Multi-Gov’t Project Fund– Superior Court – Juvenile Drug Court Discretionary Grant - Contractual Services; 0216-500-3129-JDRD-6319 and Multi-Gov’t Project Fund– Superior Court – Statewide Drug Court- Contractual Services; 0216-500-3124-JDRG-6319.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE EXECUTION OF CONTRACTS WITH INTEGRATIVE THERAPEUTIC GUIDANCE, LLC (COLUMBUS, GA) FOR CRISIS INTERVENTION AND IN-HOME COUNSELING SERVICES AND DR. ROBERT F. CARLSON (SALEM, AL) FOR INDIVIDUAL & FAMILY COUNSELING AND PSYCHOLOGICAL EVALUATION SERVICES, FOR JUVENILE DRUG COURT, ON AN AS-NEEDED BASIS.

WHEREAS, an RFP was administered (RFP No. 22-0009) and six proposals were received; and,

WHEREAS, the proposals submitted by Integrative Therapeutic Guidance, LLC and Dr. Robert F. Carlson met all proposal requirements and were evaluated most responsive to the RFP; and,

WHEREAS, the contract period shall be for two years with the option to renew for three additional twelve-month periods. Contract renewal is contingent upon the mutual agreement of the City and the Contractor.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to execute annual contracts with Integrative Therapeutic Guidance, LLC (Columbus, Georgia) for crisis intervention and in-home counseling services and Dr. Robert F. Carlson (Salem, AL) for individual and family counseling and psychological evaluation services, for Juvenile Drug Court, on an as-needed basis. Funds are budgeted each fiscal year for this ongoing service: Multi-Gov't Project Fund– Superior Court – Juvenile Drug Court Discretionary Grant - Contractual Services; 0216-500-3129-JDRD-6319, Multi-Gov't Project Fund– Superior Court – Statewide Drug Court- Contractual Services; 0216-500-3124-JDRG-6319.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2022 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Barnes voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor House voting _____.
- Councilor Huff voting _____.
- Councilor Thomas voting _____.

Councilor Tucker voting
Councilor Woodson voting

_____.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor