



**MACOMB
COUNTY**
COMMUNITY MENTAL HEALTH

MCCMH Administration
19800 Hall Road
Clinton Township, MI 48038

855-99-MCCMH
info@mccmh.net
www.mccmh.net

June 17, 2024

Traci Smith
Interim Chief Executive
Officer

BOARD OF DIRECTORS

Phil Kraft
Chairperson

Selena Schmidt
Vice-Chairperson

Lori Phillips
Secretary-Treasurer

Megan Burke
Donna Cangemi
Nick Ciaramitaro
Ryan Fantuzzi
Dana Freers
Mark Kilgore
Linda Busch
Antoinette Wallace
Wayne Conner

Dear Prospective Bidder,

Macomb County Community Mental Health (MCCMH) is inviting responses to a Request for Proposal (RFP) for Applied Behavioral Analysis (ABA) Services.

Please be as concise and succinct as possible with your bid documents. Your submission should provide enough information to fully describe your agency and its operations. If possible, please limit your submission to no more than fifty (50) pages.

All proposals will be evaluated with reference to the following criteria:

- The Vendor's experience, expertise and staffing for the related services
- Finance and cost
- General Requirements

Enclosed are:

1. RFP
2. Cover Letter
3. Provider Profile Application
4. Attachment C ORR
5. "Provider Information Disclosure Request" form (informational only)

The MCCMH Board reserves the right to reject all bids, to waive or not to waive defects, informalities, or irregularities in bids or bidding procedures, and to accept any bid even though not the lowest in price or highest in scoring.

Bidders must provide acknowledgment or disclaimer of any relationship between the bidder's principal officers and board members and any member of MCCMH (to include staff employees, Board members, and principal Directors). Disclosure must also be made regarding the bidder's relationship, if any, with any member of the Macomb County Board of Commissioners or any Macomb County Department Head.

The input and preferences of individuals served may be a significant factor in consideration and scoring of proposals received.



Please be advised that ALL information submitted in response to the public Request for Proposals may be divulged under the provisions of the Freedom of Information Act (FOIA). Confidential or proprietary information cannot be shielded from disclosure under the FOIA requirements for a public bid process.

MCCMH will hold a voluntary bidder meeting on **July 3, 2024, at 9:00AM** for all interested Vendors. The meeting will held be in person and will also have a virtual option available via Teams meeting. To receive a link to the Teams meeting, please email networkoperations@mccmh.net and include Bidders Meeting Request in the subject line of your email. The meeting location will be at the MCCMH Administration building located at,

Macomb County CMH Attention
19800 Hall Road
Clinton Twp., MI 48038

Please submit an electronic submission by emailing your bid to networkoperations@mccmh.net and/or provide the bid on a flash drive mailed to or delivered to the MCCMH administrative office. Proposals must be submitted by **12:00PM, Monday, July 22, 2024.**

Macomb County CMH Attention: Network Operations Division
19800 Hall Road
Clinton Twp., MI 48038

Proposals received after the deadline will be rejected without consideration. Please note, time for delivery if using standard mail should be considered.

If you have any questions or wish to obtain a proposal packet, please visit us a on the web at www.mccmh.net then select “Provider Resources” then “Current Partnership Opportunities” or contact the MCCMHS’ Network Operations Division via email at networkoperations@mccmh.net.

Sincerely,

Cristina Mosella

Cristina Mosella, MSA, BSW
Chief Network Officer