



Adams County Finance Department
Purchasing Division
4430 South Adams County Parkway
Brighton, Colorado 80601

REQUEST FOR APPLICATION COVER SHEET

RFA Issue Date :	July 1, 2026
RFA Number:	RFA-MR-2026.418
RFA Title:	3 rd Quarter Core Services
Questions due:	August 3, 2026 2:00 PM MST
Application will be received until:	Applications will be accepted until September 30, 2026 5:00 PM MST
Applications will be received at:	https://www.bidnetdirect.com/colorado/adams-county
For additional information please contact: Email Address:	MICHELE RIGGIN, Contract Specialist I MRIGGIN@adamscountycolorado.gov
Documents included in this package:	Application Instructions General Terms and Conditions Scope of Work (SOW)/ Specifications Submission Check List Contractor's Statement Reference Form Term of Acceptance Form Attachment A– Sample Agreement Attachment B- RFA Application form



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REQUEST FOR APPLICATION APPLICATION INSTRUCTIONS

1. The Adams County Board of Commissioners by and through its Purchasing Division of the Finance Department is accepting applications from potential providers who are qualified to offer services for the Core Services Program in the following categories for children and families involved in the child welfare system.
 - Family Time (general)
 - Home Based Intervention
 - Intensive Family Therapy
 - Life Skills
 - Mental Health Services
 - Sexual Abuse Treatment
 - Substance Abuse Treatment
2. SUBMISSION OF APPLICATIONS: This Application is open-ended and will remain in effect until rescinded. Applications will be accepted on an ongoing basis until further notice. Adams County will only accept electronic submittals. Applications can be submitted at <https://www.bidnetdirect.com/colorado/adams-county>.
 - 2.1. *The County will not accept late Proposals/Applications for any reason, including force majeure events and technical difficulties. Proposers who do not successfully submit a Proposal/Application by the Due Date and Time in BidNet will not be eligible for evaluation. If there are questions or if assistance is needed with BidNet, contact BidNet Support at 800-835-4603 or support@bidnet.com.*
3. The Adams County Board of County Commissioners by and through its Purchasing Division of the Finance Department is accepting applications for CORE SERVICES PROGRAM.
4. All documents related to this RFA will be posted on the Bidnet System at: <https://www.bidnetdirect.com/colorado/adams-county>
 - 4.1. Interested parties must register with this service to receive these documents.
5. CONTRACTUAL OBLIGATIONS
 - 5.1. The successful Contractor will be required to sign an Agreement substantially similar to the Agreement form in Attachment A. The County reserves the right to add or delete provisions to the form prior to Agreement execution.

- 5.2. Issuance of this solicitation does not commit the County to award any Agreement or to procure or Agreement for any equipment, materials or services.
- 5.3. If a formal Agreement is required, the Contractor agrees and understands that a Notice of Award does not constitute an Agreement or create a property interest of any nature until an Agreement is signed by the Awardee and the Board of County Commissioners and/or their authorized designee.
- 5.4. Contractor is responsible for reviewing the form Agreement and understanding the terms and conditions contained therein, including, but not limited to, insurance requirements, indemnification, illegal aliens, equal opportunity, non-appropriation, and termination.
- 5.5. Contractor's Response must state its willingness to enter into the form Agreement or Contractor shall identify and include any proposed revisions they have for the form Agreement. Any proposed revisions made by the Contractor after the County Notice of Intent to Award the Solicitation may be grounds for rescinding said Notice. The identification of willingness to enter into the standard Agreement is for general purposes at this time but is part of the evaluation process and must be included. There may be negotiations on a project-by-project basis that provide further clarification.
- 5.6. Incorrect Pricing/Invoicing. As part of any award resulting from this process, Contractor(s) will discount all transactions as agreed. In the event the County discovers, through its Agreement monitoring process or formal audit process, that material or services were priced/invoiced incorrectly, Contractor(s) agree to promptly refund all overpayments and to pay all reasonable audit expenses incurred as a result of the non-compliance.
- 5.7. The County may, during the term of the Agreement and any extensions, request additional work at other locations throughout Adams County by the successful Contractor.
6. METHOD OF AWARD - It is the intent of the County to award Agreements to the Contractor who provides the best value for Adams County. An applicant may receive multiple Agreements for services applied for.
 - 6.1. Evaluation criteria, other than costs, are evaluated first. After rating the written responses, costs are then considered against trade-offs such as satisfaction of requirements in the Solicitation, qualification and financial condition of the Contractor, risk, and incentives.
 - 6.2. If it is in the best interest of the County, the Evaluation Committee may invite a limited number of contractors to provide an oral presentation.
 - 6.3. The County reserves the right to conduct negotiations with Contractors and to accept revisions of Responses. During this negotiation period, the County will not disclose any information derived from responses submitted, or from discussions

with other Contractors. Once an award is made, the Solicitation file and the Responses contained therein are in the public record.

- 6.4. Questions which arise during the Response preparation period regarding issues around this Solicitation, purchasing and/or award should be directed, via e-mail, to Michele Riffin, Contract Specialist I, Purchasing Division, Adams County, MRiffin@adamscountycogov. The Contractor submitting the question(s) shall be responsible for ensuring the question(s) is received by the County by the date listed above in the schedule of activities for submitting the question(s) regardless of the method of delivery.
7. Any official interpretation of this RFA must be made by an agent of the County's Purchasing Division who is authorized to act on behalf of the County. The County shall not be responsible for interpretations offered by employees of the County who are not agents of the County's Purchasing Division.
8. COOPERATIVE PURCHASING: Adams County encourages cooperative purchasing in an effort to assist other agencies to reduce their cost of bidding and to make better use of taxpayer dollars through volume purchasing. Contractor(s) may, at their discretion, agree to extend the prices and/or terms of the resulting award to other state or local government agencies, school districts, or political subdivisions in the event they would have a need for the same product/service. Usage by any entity shall not have a negative impact on Adams County in the current term or in any future terms.
9. The Contractor(s) must deal directly with any governmental agency concerning the placement of purchase orders/agreements, freight/delivery charges, Contractual disputes, invoices, and payments. Adams County shall not be liable for any costs or damages incurred by any other entity.
10. BUDGET: Budget will not be disclosed.
11. DEBARMENT: By submitting this application, the Contractor warrants and certifies they are eligible to submit an application because their company and/or subcontract(s) is/are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in a transaction by any Federal, State, or local department or agency.
 - 11.1. Contractor must hold a current and active Unique Identifier Number through Sams.gov. Applicant must submit proof of active registration with proposal submittal. If proof of active registration is not provided- proposal submittal will be deemed not responsive.



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REQUEST FOR APPLICATION GENERAL TERMS AND CONDITIONS

1. **APPLICABILITY:** These General Terms and Conditions apply, but are not limited, to all bids, applications, qualifications and quotations (hereinafter referred to as "Application" or "Response") made to Adams County (hereinafter referred to as "County") by all prospective Contractors, Contractors, bidders, firms, companies, publishers, consultants, or suppliers (herein after referred to as "Contractor" or "Contractors") in response, but not limited, to all Invitations to Bid, Requests for Applications, Requests for Qualifications, and Requests for Quotations (hereinafter referred to as "Solicitation" or "Solicitations").
2. **CONTENTS OF APPLICATION**
 - 2.1. **GENERAL CONDITIONS:** Contractors are required to submit their Applications in accordance with the following expressed conditions:
 - 2.1.1. Contractors shall make all investigations necessary to thoroughly inform themselves regarding the plant and facilities affected by the delivery of materials and equipment as required by the conditions of the Solicitation. No plea of ignorance by the Contractor of conditions that exist or that may hereafter exist will be accepted as the basis for varying the requirements of the County or the compensation to the Contractor.
 - 2.1.2. Contractors are advised that all County Solicitations and Agreements are subject to all requirements contained in the County's Purchasing Division's Policies and state and federal statutes. When conflicts occur, the highest authority will prevail.
 - 2.1.3. Contractors are required to state exactly what they intend to furnish to the County in their Application and must indicate any variances to the terms, conditions, and specifications of this Solicitation no matter how slight. If variations are not stated in a Contractor's Application, it shall be construed that the Contractor's Application fully complies with all conditions identified in this Solicitation.
3. **Equal Opportunity:** The County intends and expects that the Contracting processes of the County and its Contractors provide equal opportunity without regard to gender, age, race, color, religion, marital status, disability, sex, national origin, gender identity, gender expression, or any other characteristic barred by law

and that its Contractors make available equal opportunities to the extent third parties are engaged to provide goods and services to the County as Subcontractors, Contractors, or otherwise. Accordingly, the Contractor shall not discriminate on any of the foregoing grounds in the performance of any Agreement awarded to the Contractor and shall make available equal opportunities to the extent third parties are engaged to provide goods and services in connection with performance of the Agreement. If submitting a joint venture Application, or a Application involving a partnership arrangement, articles of partnership stating each partner's responsibilities shall be furnished and submitted with the Response.

4. **Colorado Open Records Act:** All documentation submitted in response to this solicitation will become the property of Adams County. All documentation maintained or kept by Adams County shall be subject to the Colorado Open Records Act. C.R.S. 24-72-201 *et. seq.* ("CORA"). Accordingly, respondents are discouraged from providing information that they consider confidential, privileged, and/or trade secrets as part of a response to this solicitation. Any portions of submissions that are reasonably considered confidential should be clearly marked as such. The County does not guarantee the confidentiality of any record(s).

Careful consideration should be given before submitting confidential information to the County. The Colorado Open Records Act permits public scrutiny of most materials collected in this solicitation process.

5. CLARIFICATION AND MODIFICATIONS IN TERMS AND CONDITIONS

- 5.1. Where there appears to be variances or conflicts between the General Terms and Conditions, any Special Terms and Conditions and the Scope of Work/Specifications outlined in this Solicitation, the Scope of Work/Specifications, and then the Special Terms and Conditions, will prevail.

- 5.1.1. If any Contractor contemplating submitting a Application under this Solicitation is in doubt as to the true meaning of the Scope of Work or any other portion of the Solicitation, the Contractor must submit a **written request** via email for clarification to the Point of Contact listed on the first page of this Solicitation. The Contractor submitting the request shall be responsible for ensuring that the request is received by the County prior to the deadline for submitting questions.

- 5.1.2. The County shall issue a written addendum if substantial changes which impact the technical submission of Applications are required. A copy of such addenda will be available at the Bidnet System website. In the event of conflict with the original Solicitation documents, addenda shall supersede to the extent specified. Subsequent addenda shall supersede prior addenda only to the extent specified.

- 5.1.3. **ADDENDA: CONTRACTOR IS RESPONSIBLE FOR OBTAINING AND ACKNOWLEDGING ALL SUBSEQUENT ADDENDA VIA THE ROCKY MOUNTAIN E-PURCHASING SYSTEM (BIDNET). FAILURE TO SUBMIT ANY AND ALL SUBSEQUENT ADDENDUM/ADDENDA**

MAY DEEM THE CONTRACTOR NON-RESPONSIVE. EACH AND EVERY ADDENDUM TO BE SEPARATELY ACKNOWLEDGED.

5.2. PRICES CONTAINED IN APPLICATION-DISCOUNTS, TAXES, COLLUSION

5.2.1. Contractor agrees to hold submitted prices up to 120 days after bid due date.

5.2.2. Contractors may offer a cash discount for prompt payment. Discounts will be considered in determining the lowest net cost for the evaluation of Applications; discounts for periods of less than twenty days, however, will not be considered in making an award. If no prompt payment discount is being offered, the Contractor shall enter a zero (0) for the percentage discount to indicate net thirty days. If the Contractor does not enter a percentage discount, it is hereby understood and agreed that the payment terms shall be net thirty days, effective on the date that the County receives an accurate invoice or accepts the products, whichever is the later date. Payment is deemed to be made on the date of the mailing of the check.

5.2.3. Contractors shall not include federal, state, or local excise or sales taxes in prices offered, as the County is exempt from payment of such taxes.

5.2.3.1. Federal Identification Number: 84-6000732

5.2.3.2. State of Colorado Tax Exempt Number: 98-03569

6. SIGNING APPLICATION

6.1. Contractor, by affixing its signature to this Solicitation, certifies that its Application is made without previous understanding, agreement, or connection either with any persons, firms or corporations making an Application for the same items, or with the County. The Contractor also certifies that its Application is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action. To ensure integrity of the County's public procurement process, all Contractors are hereby placed on notice that any and all Contractors who falsify the certifications required in conjunction with this section will be prosecuted to the fullest extent of the law.

7. PREPARATION AND SUBMISSION OF APPLICATION

7.1. PREPARATION

7.1.1. The Application must be typed or legibly printed in ink. The use of erasable ink is not permitted. All corrections made by the Contractor must be initialed by the authorized agent of the Contractor.

7.1.2. Applications must contain a manual signature of an authorized agent of the Contractor in the space provided on the Contractor's Statement page. The Contractor's Statement of this Solicitation must be included in

Application response. If the Contractor's authorized agent fails to sign and return the original Contractor's Statement page of the Solicitation, its Application may be considered invalid.

- 7.1.3. Alternate Applications will not be considered unless expressly permitted in the Scope of Work.
- 7.1.4. The accuracy of the Application is the sole responsibility of the Contractor. No changes in the Application shall be allowed after the date and time that submission of the Application is due.

7.2. SUBMISSION

- 7.2.1. The Application shall be submitted via the Bidnet Direct System. The County's Pricing Form, which is attached to this Solicitation, must be used when the Contractor is submitting its Application. The Contractor shall not alter this form (e.g., add or modify categories for posting prices offered) unless expressly permitted in the Solicitation or in an addendum duly issued by the County. Only Applications received by the Purchasing Division of the Finance Department will be accepted; Applications submitted telephone, email, or facsimile machines are not acceptable.
- 7.2.2. Failure to provide any requested information may result in the rejection of the Application as non-responsive.
- 7.2.3. Application must be submitted in the format supplied and/or described by the County. Failure to submit in the format provided may be cause for rejection of the Application. Applications must be furnished exclusive of taxes.
- 7.2.4. Contractor is responsible for ensuring their Application is received by the Purchasing Division prior to the deadline outlined in the solicitation regardless of the method of delivery.
- 7.2.5. Contractors, which qualify their Application by requiring alternate Contractual terms and conditions as a stipulation for Agreement award, must include such alternate terms and conditions in their Response. The County reserves the right to declare a Contractor's Application as non-responsive if any of these alternate terms and conditions are in conflict with the County's terms and conditions, or if they are not in the best interests of the County.

8. LATE APPLICATIONS

- 8.1. Allow ample time to upload your Applications. The County assumes no responsibility for any IT related issues that occur.
- 8.2. The County assumes no responsibility for a Application being either opened early or improperly routed if not submitted into the Bidnet System properly.

- 8.3. In the event of a situation severe enough to cause the Adams County Board of Commissioners to close the County offices for any reason, the Purchasing Manager has the prerogative of rescheduling the Application opening time and date. No Application will be considered above all other Applications by having met the Application opening time and date requirements to the exclusion of those who were unable to present their Application due to a situation severe enough to cause the Board of County Commissioners to close the County offices.

9. MODIFICATION AND WITHDRAWAL OF APPLICATIONS

- 9.1. MODIFICATIONS TO APPLICATIONS. Applications may only be modified in the form of a written notice on Contractor letterhead and must be received prior to the time and date set for the Applications to be opened. Each modification submitted to the County's Purchasing Division must have the Contractor's name and return address and the applicable Solicitation number and title clearly marked on the face of the sealed envelope. If more than one modification is submitted, the modification bearing the latest date of receipt by the County's Purchasing Division will be considered the valid modification.

9.2. WITHDRAWAL OF APPLICATIONS

- 9.2.1. Applications may be withdrawn in the form of a written notice on Contractor letterhead and must be received prior to the time and date set for the opening of Applications. Any withdrawal of an Application submitted to Adams County Purchase Division must have the Contractor's name, return address, and the applicable Solicitation number and title clearly marked on the face of the envelope and on the withdrawal letter.
- 9.2.2. Applications may not be withdrawn after the time and date set for the opening for a period of ninety calendar days. If an Application is withdrawn by the Contractor during this ninety-day period, the County may, at its option, suspend the Contractor and may not accept any Application from the Contractor for a six-month period following the withdrawal.

10. REJECTION OF APPLICATIONS

- 10.1. REJECTION OF APPLICATIONS. The County may, at its sole and absolute discretion:
- 10.1.1. Reject any and all, or parts of any or all, Applications submitted by prospective Contractors;
- 10.1.2. Re-advertise this Solicitation;
- 10.1.3. Postpone or cancel the process;

- 10.1.4. Waive any irregularities in the Applications received in conjunction with this Solicitation; and/or
- 10.2. REJECTION OF A PARTICULAR APPLICATION. In addition to any reason identified above, the County may reject a Application under any of the following conditions:
 - 10.2.1. The Contractor misstates or conceals any material fact in its Application;
 - 10.2.2. The Contractor's Application does not strictly conform to the law or the requirements of the Solicitation;
 - 10.2.3. The Application expressly requires or implies a conditional award that conflicts with the method of award stipulated in the Solicitation;
 - 10.2.4. The Application does not include documents, including, but not limited to, certificates, licenses, and/or samples, which are required for submission with the Application in accordance with the Solicitation; and/or
 - 10.2.5. The Application has not been executed by the Contractor through an authorized signature on the Contractor's Statement.
 - 10.2.6. The Application does not include an active proof of SAMS.GOV registration and a Unique Identifier Number.
- 10.3. The County reserves the right to waive any irregularities or informalities, and the right to accept or reject any and all Applications.

11. ELIMINATION FROM CONSIDERATION

- 11.1. An Application may not be accepted from, nor any Agreement be awarded to, any person or firm which is in arrears to the County upon any debt or Agreement or which is a defaulter as surety or otherwise upon any obligation to the County.
- 11.2. An Application may not be accepted from, nor any Agreement awarded to, any person or firm who has failed to perform faithfully any previous Agreement with the County or other governmental entity, for a minimum period of three years after the previous Agreement was terminated for cause.
- 11.3. Any communications in regards to this RFA must go through the Adams County Purchasing Division only. Any contact with other County personnel or County Contractors may be cause for disqualification.
- 11.4. No damages shall be recoverable by any challenger as a result of the determinations listed in this Section or decisions by the County.

- 11.5. The Board of County Commissioners may rescind the award of any Application within one week thereof or at its next regularly scheduled meeting; whichever is later, when the public interest will be served thereby.
- 11.6. An application received without proper proof of an active SAMS registration and Unique Identifier number will not be considered.
12. **QUALIFICATIONS OF CONTRACTOR:** The County may make such investigations as deemed necessary to determine the ability of the Contractor to perform work, and the Contractor shall furnish all information and data for this purpose as the County requests. Such information includes but is not limited to current/maximum bonding capabilities, current licensing information, audited financial statements, history of the firm on assessments of liquidated damages, Agreements cancelled prior to completion and/or lawsuits and/or pending lawsuits against the firm and/or its principals. The County reserves the right to reject any Application if the evidence submitted by, or investigation of, such Contractor fails to satisfy the County that such Contractor is properly qualified to carry out the obligations of the Agreement and to complete the work contemplated therein. Conditional Applications will not be accepted.
13. **AWARD OF SOLICITATION:** The County shall award this Solicitation to the successful Contractor through the issuance of a Notice of Intent to Award. All Contractors that participated in the Solicitation process will be notified of Contractor selection. No services or goods shall be provided, and no compensation shall be paid, until and unless an Agreement has been signed by an authorized representative of the County and the Contractor.

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REQUEST FOR APPLICATION SCOPE OF WORK

Our vision at Adams County is to be the most innovative and inclusive county in America for all families and businesses. With rich traditions and history, Adams County offers the best of suburban and rural life – vibrant cities, quiet towns, and miles of recreation. Located in the Denver metro area, Adams County is the state's 5th largest county serving a population of more than 527,000 residents. Adams County is home to the cities of Brighton, Commerce City, Federal Heights, Northglenn, and Thornton; portions of Arvada, Aurora, Lochbuie, and Westminster; and the Town of Bennett. Unincorporated communities include Henderson, Strasburg, and Watkins.

PURPOSE:

Development of a pool of potential providers who are qualified to offer services through the Core Service Program in the following categories to children and families involved in the child welfare system:

- Family Time (general)
- Home Based Intervention
- Intensive Family Therapy
- Life Skills
- Mental Health Services
- Sexual Abuse Treatment
- Substance Abuse Treatment

Once the pool of providers is established, the County will select from the pool to pursue a contractual relationship and the implementation of a formal contract agreement. Referrals to programs/services will be made based on the needs of the client. Meeting the criteria of this Request for Application (RFA), or any other solicitation, does not of itself obligate Adams County Human Services Department (ACHSD) to extend a contract for services, utilize, or pay for these services in any circumstance. Parties interested in submitting their applications to provide such services are required to follow the recommended guidelines and instructions contained in this RFA and must complete and submit the Request for Application Form (Attachment 1).

BACKGROUND:

In 1991, Article 5.5 was enacted to create the Colorado Family Preservation Act. Although the program is defined in State statutes as Family Preservation, the program is referenced in the Code of Colorado Regulations (12 CCR 2509-4) as Core Services. The Core Services Program was established within the Colorado Department of Human Services in 1994 and is statutorily mandated to provide strength-based resources and support to families when children are at imminent risk of out of home placement and/or need services to maintain a least restrictive setting.

This refers to children who, without immediate intervention, services, and support would very likely have been removed from the home and placed under county or tribal custody. A central goal of the Core Services program is to keep children and families together, by serving children who are at risk for out of home placement in the home, whenever appropriate and possible.

7.303 Core Services Program & 7.303.11 Program Goals:

- Focus on the family strengths by directing intensive services that support and strengthen the family and protect the child;
- Prevent out-of-home placement of the child;
- Return children in placement to their own home; or,
- Unite children with their permanent families.
- Provide services that protect the child.

* To return children in placement to their own home or to unite children with their permanent families” is defined as return to the home of a parent, an adoptive placement, guardianship, independent living placement, foster-adoption placement or to live with a relative/kin if the goal for the child in the Family Service Place is to remain in the placement on a permanent basis.

WORKLOAD STANDARDS:

- Each worker engaged in home base intervention, intensive family therapy, and sexual abuse treatment programs shall have at least two (2) and not more than twelve (12) at risk families depending on the intensity of service needed per family.
- Life skill shall have staff persons assigned to work no more than twenty (20) families.
- Supervisory workload ratio shall be six (6) caseworkers per supervisor. Contractors shall provide comparable supervision.

STAFF QUALIFICATIONS:

All personnel who supervise or provide professional services in child welfare services must possess the following minimum qualifications:

- Professional Entry (Training) Level Position:
 - A Bachelor's degree with a major in a human behavioral sciences field.
- Professional Journey Level Position: This position has obtained the skills, knowledge, and abilities to perform duties at the full independent working level through experience and education.
 - A Bachelor's degree with a major in a human behavioral science field and one year of professional caseworker experience acquired after the degree in a public or private social services agency; or,

- A Bachelor of Social Work degree with a major in public child welfare and successful completion of an approved field placement in a county department of social/human services; or,
- A Master's degree in social work or human behavioral sciences field.
- Life Skills Staff Position:
 - This position has obtained a high school diploma or a General Equivalency Diploma (GED) and six months full time public contact in human services or a related field. Substitution for public contact is successful completion of a certificate program and/or college course equivalent to public contact in human services or a related field.
- Casework Supervisor Position:
 - A Bachelor's degree with a major in a human behavioral sciences field (no substitution) and three years professional casework experience at the journey level obtained after the degree; or,
 - A Master's degree or higher in social work or human behavioral sciences field and two years professional casework experience at the journey level obtained before or after the advanced degree.
- Education Requirements:
 - In order to meet the minimum educational requirements of a human behavioral science degree, the applicant must have a degree with major course work (equivalent to 30 semester hours or 45 quarter hours) in either development of human behavior, child development, family intervention techniques, diagnostic measures or therapeutic techniques such as social work, psychology, sociology, guidance and counseling, and child development.
- Background Checks:
 - Contractor shall provide background checks for all current and prospective employees of Contractor and provisions for employment will be followed as outlined in Colorado Department of Human Services Volume 7 Rules and Regulations.

* These workload standards and staff qualifications remain the same for all CORE services unless specified otherwise.

PAYMENT AND INVOICING:

Contracts are fee for service unless otherwise specified in the service description. Contractors must submit a current fee schedule for each service they apply to provide. Invoices for completed services must be submitted no later than the 10th of the following month.

DEFINITION OF CORE SERVICES

When responding please mark Application with the appropriate number. Please submit all applications for each service separately along with pricing proposed.

RFA-MR-2026.418-1 FAMILY TIME SERVICES:

1. Description of Services:

Family time will provide the opportunity to build safe, healthy parent/caregiver-child relationships in working towards reunification. Abused and neglected children in foster care or in relative placement need comprehensive family time services to maintain and enhance their attachment with their parent/caregiver. When family time is available to parents/caregivers on a more frequent basis, the resolution of the child's situation will occur more quickly. The family time services will provide for a continuum of familial engagement opportunities.

Therapeutic Family Time- parent/caregiver-child therapy conducted by a licensed or certified mental health professional also trained to provide supervised family time. This includes post-graduate degree under the direct supervision of a licensed or certified mental health professional. The role of the family time worker is the same as a family therapist and uses therapeutic modalities to address parent/caregiver-child interactions. The provider must see and hear every interaction among family members; therefore, no child is to be left unsupervised at any time.

Supervised Family Time- contact between a noncustodial parent/caregiver and one or more children in the presence of a third person, in which the supervisor is actively involved in promoting behavioral change in parent/caregiver-child relationships. Parent/caregiver coaching is directed and educational. The provider is always in the room with the family and must see and hear every interaction among family members; therefore, no child is to be left unsupervised at any time. It also includes intervention with inappropriate parent/caregiver-child interactions and modeling of appropriate parent/caregiver-child interactions as well as a 15–20-minute feedback session with the parents after each visit.

Community Family Time- family time in a more natural setting where the parent/caregiver-child contact is overseen by a third party. It is also a term for contact between a parent/caregiver and one or more children in the presence of a third person, in which the only focus is the protection and safety of the child and adult participants and includes intervention with inappropriate parent/caregiver-child interactions and modeling of appropriate parent/caregiver-child interactions. The provider must see interactions among family members.

In Home Family Time- family time in a family home where the parent/caregiver-child contact is overseen by a third party. It is also a term for contact between a parent/caregiver and one or more children in the presence of a third person, in which the only focus is the protection and safety of the child and adult participants and includes: intervention with inappropriate parent/caregiver-child interactions and modeling of appropriate parent/caregiver-child interactions.

The determination of the level of family time will be based on the safety and needs of the child. The Supervised Family Time Services will be used only until it is safe for children to be in a monitored, community, in-home, or an unsupervised family time situation. The following factors will be considered in determining the length of time for family time services:

- Supervision is Court-Ordered
- Safety of child/children
- Progress of parents/caregivers in treatment towards resolution of abusive/neglectful behavior
- Progress of parents/caregivers in meeting their parenting time goals
- Status of Court case

Provision of family time services between children and their parents/caregivers will be in a calm, neutral environment. Each visitation session is a minimum of one hour. The highest priority is keeping children safe. Contractors will ensure that children are physically safe and will attempt to make children feel emotionally/physically safe while in their care. Secondly, contractors will attempt to make visiting parents/caregivers feel safe and be safe while being served. Every individual will be treated in a responsible manner. Family Time services will be delivered within the context of trauma-informed practice.

The problems which required the child to be initially placed out of the home (physical abuse, emotional abuse, sexual abuse or neglect) can be dealt with in the visitation environment as the family time supervisor models or teaches appropriate parent/caregiver-child interaction. A safe environment for the visits would continue to be provided as Ordered by the Court.

This service will focus on working with the family toward the goal of reunification.

2. Program Goals and Expectations

- Monthly reports will be provided to the Caseworker and Supervisor detailing the parents and/or caregivers' progress on visitation goals, including strengths, challenges and barriers to moving to a lower level of supervision. At least 2 visitation goals will be established for each parent.
- Parent/caregiver-coaching feedback sessions will occur for 15-20 minutes after each visit during which time the Family Time Supervisor will discuss progress on the established family time goals.
- Visitation will be scheduled 7 days a week, between the hours of 8:30 am to 8:00 pm. Length and frequency of family time will be dependent on the needs of the case and schedules of involved parties.
- In-Court testimony by provider's staff may be required. Provider staff shall be prepared to give testimony regarding their duties, observations and visitation documentation.

3. Population to be Served:

Each child will meet the following eligibility criteria:

- Program Areas 4, 5 or 6 target group defined in Volume 7 of the Colorado Revised Statutes under Child Welfare Services
- The child is placed out of the home and goal is reunification
- The level of risk of harm to the child is manageable with the provision of services
- There is a reasonable possibility that services can bring about sufficient improvement in child/family functioning as to allow a child to safely reside at home or return home upon completion of the service

4. Timeframe for Services:

Services may be provided up to twelve (12) months, with one (1) or more six (6) month extensions to the initial twelve (12) months being optional if approved by an internal county department administrative review conducted by one caseworker or supervisor and one (1) or more administrator not providing direct services to the family. Documentation of the approval must be in the case record.

5. Workload Standards:

- Approximately 500 hours of monitored/community/or in-home parenting time sessions monthly or 6,000 annually
- Scheduled 6 days a week, between the hours of 8:30 am to 8:00 pm. Length and frequency will be dependent on the needs of the case and schedules of all parties involved.

6. Staff Qualifications:

- Family time workers shall meet the equivalent of minimum qualifications, as defined in Section 7.000.6, Q, 3. This position has obtained a high school diploma or a General Equivalency Diploma (GED) and six months of full time public contact in human services or a related field. Substitution for public contact is successful completion of a certificate program and/or college course equivalent to public contact in human services or a related field. In addition, the family time workers will have training and/or experience in parent/caregiver coaching and trauma-informed care.
- A Master's degree or higher in social work or human behavioral sciences field and two years professional casework experience at the journey level obtained before or after the advanced degree to provide therapeutic level visitation.

7. Term

This will be a one-year contract. There may be potential for options to renew for up to four (4) additional years.

8. Payment and Invoicing:

This is a fee for service contract. Contractors must provide a copy of their current fee schedule. Payments will be made based on those rates. Invoices are due no later than the 10th of the following month for already completed.

9. Review and Evaluation:

Applications will be reviewed and evaluated according to the following criteria: responsiveness to the Request for Applications, overall merit of the application, agency experience, past performance (if applicable), availability of services, capacity to provide appropriate and respectful services, and programmatic need. Also considered is the ability to sustain services to clients if funding from ACHSD were not available, relevance and justification of costs included in the budget, the applicants experience in the effective oversight of administrative, fiscal, and programmatic aspects of government contracts, including timely and accurate submission of fiscal and program reports. Adams County reserves the right to award contracts to more than one provider.

Applicants must include the following documentation with their submission:

- SAM registration certificate
- Certificate of Insurance
- W-9 form
- Fee Schedule (please list all applicable services and corresponding hourly rates for the services being proposed **using the provided fee schedule template**)

Applicants must provide their SAM (UEI) number and certificate with their application. If you are not registered for a SAM (UEI) number, please apply for one at [SAM.gov](https://sam.gov). Applicants listed on the Excluded Parties List on SAM.gov will not be considered.

RFA-MR-2026.418-2 Home Based Interventions

1. Description of Services:

Home Based Interventions include services provided primarily in the home of the client and include a variety of services which can include therapeutic services, concrete services, collateral services, and crisis intervention directed to meet the needs of the child and family. See Section 7.303.14 for service elements of therapeutic, concrete, collateral, and crisis intervention services, also listed below:

- **Therapeutic Services** encompass interactive parenting, family therapy, support and educational groups, problem-solving techniques, communication skills development, and parent-child conflict management.
- **Concrete Services** focus on intensive support to improve parenting skills, stress management, problem-solving, communication, budget and household management, as well as facilitating recreational activities.
- **Collateral Services** involve assisting families in connecting and collaborating with community resources, including healthcare, mental health and substance abuse treatment, job training, advocacy, housing assistance, information and referral services, and schools.

Crisis Intervention Services provide 24-hour access to phone or in-home counseling, medical support, respite care, and other immediate interventions.

Examples of service delivery include conducting family therapy sessions in the home, supporting families in securing ongoing community-based therapeutic services upon discharge, offering emergency stabilization during after-hours crises, observing caregiver-child interactions and suggesting alternative parenting strategies, teaching family-wide stress reduction techniques, assisting caregivers with referrals and assessments for therapies such as ABA, helping caregivers build support networks, and providing additional in-home individual therapy for children experiencing acute emotional difficulties.

The Division of Children, Adults and Family Services strongly prefers that the Contractor implements evidence-based, promising practice, or innovative practice program model to deliver the services outlined in this Scope of Work. Preference will be given to proposals that incorporate models recognized by The Title IV-E Clearinghouse for Child Welfare. For reference, see: <https://preventionservices.acf.hhs.gov/>.

A central goal of the Core Services program is to keep children and families together, by serving children who are at risk for out-of-home placement in the home, whenever appropriate and possible.

7.303 Core Services Program & 7.303.11 Program Goals:

- Focus on the family strengths by directing intensive services that support and strengthen the family and protect the child;
- Prevent out-of-home placement of the child;
- Return children in placement to their own home; or,
- Unite children with their permanent families.
- Provide services that protect the child.

“To return children in placement to their own home or to unite children with their permanent families” is defined as return to the home or a parent, an adoptive placement, guardianship,

independent living placement, foster-adoption placement, or to live with relative/kin if the goal for the child in the Family Service Plan is to remain in the placement on a permanent basis.

Population to be served:

Families/Children/Clients/Families with children between birth to 18 years of age who are involved in the child welfare system and have an open child welfare case because of child abuse, neglect and/or juvenile delinquency and who are at imminent risk or high risk of removal.

2. Workload Standards:

- Staff engaged in home-based intervention, intensive family therapy, and sexual abuse treatment programs shall have at least two (2) and not more than 12 at risk families depending on the intensity of service needed per family.
- Life skills staff will be assigned to work with no more than twenty (20) families.
- Supervisory workload ratio shall be six (6) caseworkers per supervisor. Contractors shall provide comparable supervision.

3. Staff Qualifications:

CAFS is seeking proposals from qualified individuals, organizations, or agencies with the capacity to provide professional-level staff to deliver services as outlined in this Scope of Work. For non-therapeutic case intervention services, the following qualifications are required:

1. Education and Training
 - a. Providers will have a minimum of a bachelor's degree in a human service-related field.
 - b. Providers will be trained in trauma-informed care, child development, and attachment.
 - c. Providers will possess knowledge of the unique needs of children who have experienced abuse, neglect, separation, and loss.
 - d. Providers will be trained in positive behavior supports, de-escalation techniques, and be able to implement individualized strategies that align with each child's needs.
2. Certifications
 - a. Providers must maintain current CPR and First Aid certification.
3. Background Checks
 - a. All providers must successfully complete criminal background checks in accordance with state and federal requirements.
 - Adams County Human Services Department (ACHSD) mandates that all providers have passed background checks. The background checks must include a Colorado Bureau of Investigation (CBI) check and an FBI fingerprint-based background check. It also must include a check of the national sex offense registry, including a name-based check and an address-based check. Any criminal offenses of a violent nature, sexual nature or involving illicit substance use shall disqualify that individual from providing services.

For staff delivering therapeutic-level intervention and counseling services, the following qualifications are required:

1. Education and Training
 - a. A master's degree in a relevant field and clinical licensure that is current and in good standing with the Colorado Department of Regulatory Agencies (DORA).

- b. Providers will be trained in trauma-informed care, child development, and attachment.
 - c. Providers will possess knowledge of the unique needs of children who have experienced abuse, neglect, separation, and loss.
 - d. Providers will be trained in positive behavior supports, de-escalation techniques, and be able to implement individualized strategies that align with each child's needs.
2. Certifications
- a. Providers must maintain current CPR and First Aid certification.
3. Background Checks
- a. All providers must successfully complete criminal background checks in accordance with state and federal requirements.
 - Adams County Human Services Department (ACHSD) mandates that all providers have passed background checks. The background checks must include a Colorado Bureau of Investigation (CBI) check and an FBI fingerprint-based background check. It also must include a check of the national sex offense registry, including a name-based check and an address-based check. Any criminal offenses of a violent nature, sexual nature or involving illicit substance use shall disqualify that individual from providing services.

All staff must possess strong communication, written, and interpersonal skills, as well as a demonstrated commitment to timely and effective service delivery.

4. Payment and Invoicing:

This contract will operate on a fee-for-service basis. The Contractor shall submit accurate and timely monthly invoices to the Adams County Human Services Department by the 10th of each month, and it will detail services provided during the previous month in accordance with the contract's scope of services and rate structure.

Core funding is legally designated as the payor of last resort. Providers who accept Medicaid are strongly preferred, and all reimbursable services must first be billed to Medicaid or private insurance before seeking payment through Core contracts. This policy ensures the efficient use of public resources while maintaining access to high-quality, trauma-informed care.

5. Term

This will be a one-year contract. There may be potential for options to renew for up to four (4) additional years.

5. Review and Evaluation:

All submitted applications will be reviewed and evaluated based on the following criteria:

- Responsiveness to the Request for Applications (RFA): The extent to which the proposal addresses all RFA components, including staff qualifications and experience, as well as administrative and fiscal oversight capabilities, such as managing contracts and submitting timely, accurate reports.
- Overall Merit of the Application – Clarity, organization, and responsiveness to RFA requirements; alignment of proposed services with program goals and the applicant's capacity to implement and sustain them effectively; and the reasonableness and justification of proposed costs in relation to the services offered.

- Agency Experience and Capacity: Demonstrated ability to deliver proposed services effectively, particularly with child welfare-involved populations, and the capacity to provide those services in a timely and accessible manner across relevant geographic areas.
- Past Performance (if applicable): Previous experience and performance on similar or relevant contracts, particularly those involving government or public sector entities.

Applicants must include the following documentation with their submission:

- SAM registration certificate
- Certificate of Insurance
- W-9 form
- Fee Schedule (please list all applicable services and corresponding hourly rates for the services being proposed **using the provided fee schedule template**)

Applicants must provide their SAM (UEI) number and certificate with their application. If you are not registered for a SAM (UEI) number, please apply for one at [SAM.gov](https://sam.gov). Applicants listed on the Excluded Parties List on SAM.gov will not be considered.

RFA-MR-2026.418-3 Intensive Family Therapy

1. Description of Services:

Intensive Family therapy includes therapeutic intervention typically with all family members to improve family communication, functioning, and relationships.

Intensive Family Therapy is a clinical intervention designed for families with open child welfare cases who are experiencing high levels of need or instability. This short-term, high-intensity service provides focused therapeutic support to address acute family dynamics, safety concerns, and behavioral or emotional challenges. The goal is to stabilize the family unit and support progress toward treatment goals, allowing families to successfully transition to standard outpatient or less frequent family therapy services. Intensive Family Therapy is tailored to promote reunification, prevent out-of-home placement, and support long-term family functioning within a trauma-informed framework.

The Division of Children, Adults and Family Services strongly prefers that the Contractor implements evidence-based, promising practice, or innovative practice program model to deliver the services outlined in this Scope of Work. Preference will be given to proposals that incorporate models recognized by The Title IV-E Clearinghouse for Child Welfare. For reference, see: <https://preventionservices.acf.hhs.gov/>.

A central goal of the Core Services program is to keep children and families together, by serving children who are at risk for out of home placement in the home, whenever appropriate and possible.

7.303 Core Services Program & 7.303.11 Program Goals:

- Focus on the family strengths by directing intensive services that support and strengthen the family and protect the child;
- Prevent out-of-home placement of the child;
- Return children in placement to their own home; or,
- Unite children with their permanent families.
- Provide services that protect the child.

* To return children in placement to their own home or to unite children with their permanent families” is defined as return to the home of a parent, an adoptive placement, guardianship, independent living placement, foster-adoption placement or to live with a relative/kin if the goal for the child in the Family Service Place is to remain in the placement on a permanent basis.

Population to be served:

The population to be served includes families with children between birth to 18 years of age who are involved in the child welfare system and have an open child welfare case because of child abuse, neglect and/or juvenile delinquency and who are at imminent risk or high risk of removal.

2. Workload Standards:

- Staff engaged in home-based intervention, intensive family therapy, and sexual abuse treatment programs shall have at least two (2) and not more than twelve (12) at-risk families depending on the intensity of service needed per family.
- Life skills staff should be assigned a caseload of no more than twenty (20) families at any given time.

- Supervisory workload ratio shall be six (6) caseworkers per supervisor. Contractors shall provide comparable supervision.

3. Staff Qualifications:

CAFS is seeking proposals from qualified individuals, organizations, or agencies with the capacity to provide professional-level staff to deliver services as outlined in this Scope of Work. For staff delivering therapeutic-level intervention and counseling services, the following qualifications are required:

1. Education and Training
 - a. A master's degree in a relevant field and clinical licensure that is current and in good standing with the Colorado Department of Regulatory Agencies (DORA).
 - b. Providers will be trained in trauma-informed care, child development, and attachment.
 - c. Providers will possess knowledge of the unique needs of children who have experienced abuse, neglect, separation, and loss.
 - d. Providers will be trained in positive behavior supports, de-escalation techniques, and be able to implement individualized strategies that align with each child's needs.
4. Certifications
 - a. Providers must maintain current CPR and First Aid certification.
5. Background Checks
 - a. All providers must successfully complete criminal background checks in accordance with state and federal requirements.
 - b. Adams County Human Services Department (ACHSD) mandates that all providers have passed background checks. The background checks must include a Colorado Bureau of Investigation (CBI) check and an FBI fingerprint-based background check. It also must include a check of the national sex offense registry, including a name-based check and an address-based check. Any criminal offenses of a violent nature, sexual nature or involving illicit substance use shall disqualify that individual from providing services.

All staff must possess strong communication, written, and interpersonal skills, as well as a demonstrated commitment to timely and effective service delivery.

4. Payment and Invoicing:

This contract will operate on a fee-for-service basis. The Contractor shall submit accurate and timely monthly invoices to the Adams County Human Services Department by the 10th of each month, and it will detail services provided during the previous month in accordance with the contract's scope of services and rate structure.

Core funding is legally designated as the payor of last resort. Providers who accept Medicaid are strongly preferred, and all reimbursable services must first be billed to Medicaid or private insurance before seeking payment through Core contracts. This policy ensures the efficient use of public resources while maintaining access to high-quality, trauma-informed care.

5. Term

This will be a one-year contract. There may be potential for options to renew for up to four (4) additional years.

5. Review and Evaluation

Applications will be reviewed and evaluated according to the following criteria: responsiveness to the Request for Applications, overall merit of the application, agency experience, past performance (if applicable), availability of services, capacity to provide appropriate and respectful services, and programmatic need. Also considered is the ability to sustain services to clients if funding from ACHSD were not available, relevance and justification of costs included in the budget, the applicants experience in the effective oversight of administrative, fiscal, and programmatic aspects of government contracts, including timely and accurate submission of fiscal and program reports. Adams County reserves the right to award contracts to more than one provider.

Applicants must include the following documentation with their submission:

- SAM registration certificate
- Certificate of Insurance
- W-9 form
- Fee Schedule (please list all applicable services and corresponding hourly rates for the services being proposed **using the provided fee schedule template**)

Applicants must provide their SAM (UEI) number and certificate with their application. If you are not registered for a SAM (UEI) number, please apply for one at [SAM.gov](https://sam.gov). Applicants listed on the Excluded Parties List on SAM.gov will not be considered.

RFA-MR-2026.418-4 Life Skills

1. Description of Services:

Life Skills services are supportive services primarily provided in the home that teach household management, effectively accessing community resources, parenting techniques, and family conflict management.

Examples of service delivery may include assisting a client with goal setting and time management, coaching interpersonal and communication skills, helping a client learn and navigate public transportation, teaching financial literacy skills, supporting a client in gaining employment, assisting a client in obtaining their vital documents, and strengthening a client's decision making and problem-solving skills.

The Division of Children, Adults and Family Services strongly prefers that the Contractor implements evidence-based, promising practice, or innovative practice program model to deliver the services outlined in this Scope of Work. Preference will be given to proposals that incorporate models recognized by The Title IV-E Clearinghouse for Child Welfare. For reference, see: <https://preventionservices.acf.hhs.gov/>.

A central goal of the Core Services program is to keep children and families together, by serving children who are at risk for out-of-home placement in the home, whenever appropriate and possible.

7.303 Core Services Program & 7.303.11 Program Goals:

- Focus on the family strengths by directing intensive services that support and strengthen the family and protect the child;
- Prevent out-of-home placement of the child;
- Return children in placement to their own home; or,
- Unite children with their permanent families.
- Provide services that protect the child.

"To return children in placement to their own home or to unite children with their permanent families" is defined as return to the home or a parent, an adoptive placement, guardianship, independent living placement, foster-adoption placement, or to live with relative/kin if the goal for the child in the Family Service Plan is to remain in the placement on a permanent basis.

Population to be served:

The population to be served includes children (from birth to 18 years), their families, and other clients involved in the child welfare system with an open child welfare assessment or case due to child abuse, neglect, and/or juvenile delinquency, who are at imminent risk of removal.

2. Workload Standards:

- Staff engaged in home-based intervention, intensive family therapy, and sexual abuse treatment programs shall have at least two (2) and not more than 12 at risk families depending on the intensity of service needed per family.
- Life skills staff will be assigned to work with no more than twenty (20) families.
- Supervisory workload ratio shall be six (6) caseworkers per supervisor. Contractors shall provide comparable supervision.

3. Staff Qualifications:

CAFS is seeking proposals from qualified individuals, organizations, or agencies with the capacity to provide professional-level staff to deliver services as outlined in this Scope of Work. For non-therapeutic case intervention services, the following qualifications are required:

1. Education and Training
 - a. Providers will have a minimum of a bachelor's degree in a human service-related field.
 - b. Providers will be trained in trauma-informed care, child development, and attachment.
 - c. Providers will possess knowledge of the unique needs of children who have experienced abuse, neglect, separation, and loss.
 - d. Providers will be trained in positive behavior supports, de-escalation techniques, and be able to implement individualized strategies that align with each child's needs.
2. Certifications
 - a. Providers must maintain current CPR and First Aid certification.
3. Background Checks
 - a. All providers must successfully complete criminal background checks in accordance with state and federal requirements.
 - i. Adams County Human Services Department (ACHSD) mandates that all providers have passed background checks. The background checks must include a Colorado Bureau of Investigation (CBI) check and an FBI fingerprint-based background check. It also must include a check of the national sex offense registry, including a name-based check and an address-based check. Any criminal offenses of a violent nature, sexual nature or involving illicit substance use shall disqualify that individual from providing services.

For staff delivering therapeutic-level intervention and counseling services, the following qualifications are required:

1. Education and Training
 - a. A master's degree in a relevant field and clinical licensure that is current and in good standing with the Colorado Department of Regulatory Agencies (DORA).
 - b. Providers will be trained in trauma-informed care, child development, and attachment.
 - c. Providers will possess knowledge of the unique needs of children who have experienced abuse, neglect, separation, and loss.
 - d. Providers will be trained in positive behavior supports, de-escalation techniques, and be able to implement individualized strategies that align with each child's needs.
2. Certifications
 - a. Providers must maintain current CPR and First Aid certification.
3. Background Checks
 - a. All providers must successfully complete criminal background checks in accordance with state and federal requirements.
 - i. Adams County Human Services Department (ACHSD) mandates that all providers have passed background checks. The background checks must include a Colorado Bureau of Investigation (CBI) check and an FBI

fingerprint-based background check. It also must include a check of the national sex offense registry, including a name-based check and an address-based check. Any criminal offenses of a violent nature, sexual nature or involving illicit substance use shall disqualify that individual from providing services.

All staff must possess strong communication, written, and interpersonal skills, as well as a demonstrated commitment to timely and effective service delivery.

4. Payment and Invoicing:

This contract will operate on a fee-for-service basis. The Contractor shall submit accurate and timely monthly invoices to the Adams County Human Services Department by the 10th of each month, and it will detail services provided during the previous month in accordance with the contract's scope of services and rate structure.

Core funding is legally designated as the payor of last resort. Providers who accept Medicaid are strongly preferred, and all reimbursable services must first be billed to Medicaid or private insurance before seeking payment through Core contracts. This policy ensures the efficient use of public resources while maintaining access to high-quality, trauma-informed care.

5. Term

This will be a one-year contract. There may be potential for options to renew for up to four (4) additional years.

5. Review and Evaluation:

Applications will be reviewed and evaluated according to the following criteria: responsiveness to the Request for Applications, overall merit of the application, agency experience, past performance (if applicable), availability of services, capacity to provide appropriate and respectful services, and programmatic need. Also considered is the ability to sustain services to clients if funding from ACHSD were not available, relevance and justification of costs included in the budget, the applicants experience in the effective oversight of administrative, fiscal, and programmatic aspects of government contracts, including timely and accurate submission of fiscal and program reports. Adams County reserves the right to award contracts to more than one provider.

Applicants must include the following documentation with their submission:

- SAM registration certificate
- Certificate of Insurance
- W-9 form
- Fee Schedule (please list all applicable services and corresponding hourly rates for the services being proposed **using the provided fee schedule template**)

Applicants must provide their SAM (UEI) number and certificate with their application. If you are not registered for a SAM (UEI) number, please apply for one at [SAM.gov](https://sam.gov).

Applicants listed on the Excluded Parties List on SAM.gov will not be considered.

RFA-MR-2026.418-5 Mental Health Services

1. Description of Services:

Mental Health Services are diagnostic and/or therapeutic services to assist in the development of the family services plan, to assess and/or improve family communication, functioning, and relationships. Services provided should assess for any mental health diagnosis.

Mental health services within the child welfare system are critical supports aimed at promoting the emotional and psychological well-being of children and families involved in child protective services. These services encompass assessment, diagnosis, and therapeutic interventions tailored to address the complex needs arising from abuse, neglect, and family disruption. A trauma-informed approach is central to service delivery, ensuring providers recognize the pervasive impact of trauma on child development and behavior. Interventions are designed to foster safety, build resilience, and support healing by integrating an understanding of trauma into all aspects of care, decision-making, and organizational culture. These services play a vital role in stabilizing placements, supporting reunification efforts, and improving long-term outcomes for children and families.

The Division of Children, Adults and Family Services strongly prefers that the Contractor implements evidence-based, promising practice, or innovative practice program model to deliver the services outlined in this Scope of Work. Preference will be given to proposals that incorporate models recognized by The Title IV-E Clearinghouse for Child Welfare. For reference, see: <https://preventionservices.acf.hhs.gov/>.

A central goal of the Core Services program is to keep children and families together, by serving children who are at risk for out-of-home placement in the home, whenever appropriate and possible.

7.303 Core Services Program & 7.303.11 Program Goals:

- Focus on the family strengths by directing intensive services that support and strengthen the family and protect the child;
- Prevent out-of-home placement of the child;
- Return children in placement to their own home; or,
- Unite children with their permanent families.
- Provide services that protect the child.

“To return children in placement to their own home or to unite children with their permanent families” is defined as return to the home of a parent, an adoptive placement, guardianship, independent living placement, foster-adoption placement or to live with a relative/kin if the goal for the child in the Family Service Place is to remain in the placement on a permanent basis.

Population to be Served:

The population to be served includes children (from birth to 18 years), their families, and other clients involved in the child welfare system with an open child welfare assessment or case due to child abuse, neglect, and/or juvenile delinquency, who are at imminent risk of removal.

2. Workload Standards:

- Staff engaged in home-based intervention, intensive family therapy, and sexual abuse treatment programs shall have at least two (2) and not more than twelve (12) at-risk families depending on the intensity of service needed per family.
- Life skills staff should be assigned a caseload of no more than twenty (20) families at any given time.
- Supervisory workload ratio shall be six (6) caseworkers per supervisor. Contractors shall provide comparable supervision.

3. Staff Qualifications:

CAFS is seeking proposals from qualified individuals, organizations, or agencies with the capacity to provide professional-level staff to deliver services as outlined in this Scope of Work. For staff delivering therapeutic-level intervention and counseling services, the following qualifications are required:

2. Education and Training

- c. A master's degree in a relevant field and clinical licensure that is current and in good standing with the Colorado Department of Regulatory Agencies (DORA).
- d. Providers will be trained in trauma-informed care, child development, and attachment.
- e. Providers will possess knowledge of the unique needs of children who have experienced abuse, neglect, separation, and loss.
- f. Providers will be trained in positive behavior supports, de-escalation techniques, and be able to implement individualized strategies that align with each child's needs.

6. Certifications

- a. Providers must maintain current CPR and First Aid certification.

7. Background Checks

- a. All providers must successfully complete criminal background checks in accordance with state and federal requirements.
- b. Adams County Human Services Department (ACHSD) mandates that all providers have passed background checks. The background checks must include a Colorado Bureau of Investigation (CBI) check and an FBI fingerprint-based background check. It also must include a check of the national sex offense registry, including a name-based check and an address-based check. Any criminal offenses of a violent nature, sexual nature or involving illicit substance use shall disqualify that individual from providing services.

All staff must possess strong communication, written, and interpersonal skills, as well as a demonstrated commitment to timely and effective service delivery.

4. Payment and Invoicing:

This contract will operate on a fee-for-service basis. The Contractor shall submit accurate and timely monthly invoices to the Adams County Human Services Department by the 10th of each month, and it will detail services provided during the previous month in accordance with the contract's scope of services and rate structure.

Core funding is legally designated as the payor of last resort. Providers who accept Medicaid are strongly preferred, and all reimbursable services must first be billed to Medicaid or private insurance before seeking payment through Core contracts. This policy ensures the efficient use of public resources while maintaining access to high-quality, trauma-informed care.

5. Term

This will be a one-year contract. There may be potential for options to renew for up to four (4) additional years.

6. Review and Evaluation:

Applications will be reviewed and evaluated according to the following criteria: responsiveness to the Request for Applications, overall merit of the application, agency experience, past performance (if applicable), availability of services, capacity to provide appropriate and respectful services, and programmatic need. Also considered is the ability to sustain services to clients if funding from ACHSD were not available, relevance and justification of costs included in the budget, the applicants experience in the effective oversight of administrative, fiscal, and programmatic aspects of government contracts, including timely and accurate submission of fiscal and program reports. Adams County reserves the right to award contracts to more than one provider.

Applicants must include the following documentation with their submission:

- SAM registration certificate
- Certificate of Insurance
- W-9 form
- Fee Schedule (please list all applicable services and corresponding hourly rates for the services being proposed **using the provided fee schedule template**)

Applicants must provide their SAM (UEI) number and certificate with their application. If you are not registered for a SAM (UEI) number, please apply for one at [SAM.gov](https://sam.gov). Applicants listed on the Excluded Parties List on SAM.gov will not be considered.

RFA-MR-2026.418-6 Sexual Abuse Treatment Services

1. Description of Services:

Sexual Abuse Treatment provides therapeutic intervention designed to address issues and behaviors related to sexual abuse victimization, sexual dysfunction, sexual abuse perpetration, and to prevent further sexual abuse and victimization.

Services commonly offered under this Core program could include:

- juvenile offense specific treatment
- juvenile boundaries treatment
- non-offending parent classes
- informed supervision training
- juvenile and adult offense specific evaluations (child contact assessments, psychosexual evaluations, etc.)
- treatment for youth with problematic sexual behaviors.

The Division of Children, Adults and Family Services strongly prefers that the Contractor implements evidence-based, promising practice, or innovative practice program model to deliver the services outlined in this Scope of Work. Preference will be given to proposals that incorporate models recognized by The Title IV-E Clearinghouse for Child Welfare. For reference, see: <https://preventionservices.acf.hhs.gov/>.

A central goal of the Core Services program is to keep children and families together, by serving children who are at risk for out-of-home placement in the home, whenever appropriate and possible.

7.303 Core Services Program & 7.303.11 Program Goals:

- Focus on the family strengths by directing intensive services that support and strengthen the family and protect the child;
- Prevent out-of-home placement of the child;
- Return children in placement to their own home; or,
- Unite children with their permanent families.
- Provide services that protect the child.

“To return children in placement to their own home or to unite children with their permanent families” is defined as return to the home or a parent, an adoptive placement, guardianship, independent living placement, foster-adoption placement, or to live with relative/kin if the goal for the child in the Family Service Plan is to remain in the placement on a permanent basis.

Population to be served:

Families/Children/Clients/Families with children between birth to 18 years of age who are involved in the child welfare system and have an open child welfare case because of child abuse, neglect and/or juvenile delinquency and who are at imminent risk or high risk of removal.

2. Workload Standards:

- Staff engaged in home-based intervention, intensive family therapy, and sexual abuse treatment programs shall have at least two (2) and not more than 12 at risk families depending on the intensity of service needed per family.
- Life skills staff will be assigned to work with no more than twenty (20) families.

- Supervisory workload ratio shall be six (6) caseworkers per supervisor. Contractors shall provide comparable supervision.

3. Staff Qualifications:

CAFS is seeking proposals from qualified individuals, organizations, or agencies with the capacity to provide professional-level staff to deliver services as outlined in this Scope of Work. For staff delivering therapeutic-level intervention and counseling services, the following qualifications are required:

8. Education and Training

- e. A master's degree in a relevant field and clinical licensure that is current and in good standing with the Colorado Department of Regulatory Agencies (DORA).
- f. Providers will be trained in trauma-informed care, child development, and attachment.
- g. Providers will possess knowledge of the unique needs of children who have experienced abuse, neglect, separation, and loss.
- h. Providers will be trained in positive behavior supports, de-escalation techniques, and be able to implement individualized strategies that align with each child's needs.

9. Certifications

- b. Providers must maintain current CPR and First Aid certification.

10. Background Checks

- b. All providers must successfully complete criminal background checks in accordance with state and federal requirements.
 - Adams County Human Services Department (ACHSD) mandates that all providers have passed background checks. The background checks must include a Colorado Bureau of Investigation (CBI) check and an FBI fingerprint-based background check. It also must include a check of the national sex offense registry, including a name-based check and an address-based check. Any criminal offenses of a violent nature, sexual nature or involving illicit substance use shall disqualify that individual from providing services.

All staff must possess strong communication, written, and interpersonal skills, as well as a demonstrated commitment to timely and effective service delivery.

4. Payment and Invoicing:

This contract will operate on a fee-for-service basis. The Contractor shall submit accurate and timely monthly invoices to the Adams County Human Services Department by the 10th of each month, and it will detail services provided during the previous month in accordance with the contract's scope of services and rate structure.

Core funding is legally designated as the payor of last resort. Providers who accept Medicaid are strongly preferred, and all reimbursable services must first be billed to Medicaid or private insurance before seeking payment through Core contracts. This policy ensures the efficient use of public resources while maintaining access to high-quality, trauma-informed care.

5. Term

This will be a one-year contract. There may be potential for options to renew for up to four (4) additional years.

6. Review and Evaluation:

All submitted applications will be reviewed and evaluated based on the following criteria:

- Responsiveness to the Request for Applications (RFA): The extent to which the proposal addresses all RFA components, including staff qualifications and experience, as well as administrative and fiscal oversight capabilities, such as managing contracts and submitting timely, accurate reports.
- Overall Merit of the Application – Clarity, organization, and responsiveness to RFA requirements; alignment of proposed services with program goals and the applicant's capacity to implement and sustain them effectively; and the reasonableness and justification of proposed costs in relation to the services offered.
- Agency Experience and Capacity: Demonstrated ability to deliver proposed services effectively, particularly with child welfare-involved populations, and the capacity to provide those services in a timely and accessible manner across relevant geographic areas.
- Past Performance (if applicable): Previous experience and performance on similar or relevant contracts, particularly those involving government or public sector entities.

Applicants must include the following documentation with their submission:

- SAM registration certificate
- Certificate of Insurance
- W-9 form
- Fee Schedule (please list all applicable services and corresponding hourly rates for the services being proposed **using the provided fee schedule template**)

Applicants must provide their SAM (UEI) number and certificate with their application. If you are not registered for a SAM (UEI) number, please apply for one at [SAM.gov](https://sam.gov). Applicants listed on the Excluded Parties List on SAM.gov will not be considered.

RFA-MR-2026.418-7 Substance Abuse Treatment Services:

1. Description of Services:

Substance Abuse Treatment services include diagnostic and/or therapeutic services to assist in the development of the family service plan, to assess and/or improve family communication, functioning and relationships, and to prevent further abuse of drugs or alcohol. These services can include dual diagnosis evaluations, substance use evaluations, group and individual therapy, relapse prevention groups, and intensive outpatient treatment.

The Division of Children, Adults and Family Services strongly prefers that the Contractor implements evidence-based, promising practice, or innovative practice program model to deliver the services outlined in this Scope of Work. Preference will be given to proposals that incorporate models recognized by The Title IV-E Clearinghouse for Child Welfare. For reference, see: <https://preventionservices.acf.hhs.gov/>.

A central goal of the Core Services program is to keep children and families together, by serving children who are at risk for out-of-home placement in the home, whenever appropriate and possible.

7.303 Core Services Program & 7.303.11 Program Goals:

- Focus on the family strengths by directing intensive services that support and strengthen the family and protect the child;
- Prevent out-of-home placement of the child;
- Return children in placement to their own home; or,
- Unite children with their permanent families.
- Provide services that protect the child.

“To return children in placement to their own home or to unite children with their permanent families” is defined as return to the home of a parent, an adoptive placement, guardianship, independent living placement, foster-adoption placement or to live with relative/kin if the goal for the child in the Family Service Place is to remain in the placement on a permanent basis.

Population to be served:

The Adams County Human Services Department (ACHSD) serves a substantial client population that may be referred to substance abuse treatment as part of court-ordered treatment plans. The primary clients include, but are not limited to, biological parents, other adult caregivers, and youth/adolescents who require substance abuse treatment related to concerns that have brought the family to the attention of Adams County Child, Adult, and Family Services (CAFS).

2. Workload Standards:

- Staff engaged in home-based intervention, intensive family therapy, and sexual abuse treatment programs shall have at least two (2) and not more than twelve (12) at risk families depending on the intensity of service needed per family.

- Life skills staff should be assigned a caseload of no more than twenty (20) families at any given time.
- Supervisory workload ratio shall be six (6) caseworkers per supervisor. Contractors shall provide comparable supervision.

3. Staff Qualifications:

CAFS is seeking proposals from qualified individuals, organizations, or agencies with the capacity to provide professional-level staff to deliver services as outlined in this Scope of Work.

For non-therapeutic case intervention services, the following qualifications are required:

1. Education and Training
 - a. Providers will have a minimum of a bachelor's degree in a human service-related field.
 - b. Providers will be trained in trauma-informed care, child development, and attachment.
 - c. Providers will possess knowledge of the unique needs of children who have experienced abuse, neglect, separation, and loss.
 - d. Providers will be trained in positive behavior supports, de-escalation techniques, and be able to implement individualized strategies that align with each child's needs.
2. Certifications
 - a. Providers must maintain current CPR and First Aid certification.
3. Background checks
 - a. All providers must successfully complete criminal background checks in accordance with state and federal requirements.
 - b. Adams County Human Services Department (ACDHS) mandates that all providers have passed background checks. The background checks must include Colorado Bureau of Investigations (CBI) and an FBI fingerprint-based background check. It also must include a check of the national sex offense registry, including a name-based check and an address-based check. Any criminal offenses of a violent nature, sexual nature or involving illicit substance use shall disqualify that individual from provider services.

For staff delivering therapeutic-level intervention and counseling services, the following qualifications are required:

1. Education and Training
 - a. A master's degree in a relevant field and clinical licensure that is current and in good standing with the Colorado Department of Regulatory Agencies (DORA).
 - b. Provider will be trained in trauma-informed care, child development, and attachment.
 - c. Providers will possess knowledge of the unique needs of children who have experienced abuse, neglect, and separation, and loss.
 - d. Providers will be trained in positive behavior supports, de-escalation techniques, and be able to implement individualized strategies that align with each child's needs.
2. Certifications
 - a. Providers must maintain current CPR and First Aid certification.

3. Background checks

- a. All provider must successfully complete criminal background checks in accordance with state and federal requirements.
 - i. Adams County Human Services Department (ACDHS) mandates that all providers have passed background checks. The background checks must include Colorado Bureau of Investigations (CBI) and an FBI fingerprint-based background check. It also must include a check of the national sex offense registry, including a name-based check and an address-based check. Any criminal offenses of a violent nature, sexual nature or involving illicit substance use shall disqualify that individual from provider services.

All staff must possess strong communication, written, and interpersonal skills, as well as a demonstrated commitment to timely and effective service delivery.

4. Payment and Invoicing:

This contract will operate on a fee-for-service basis. The Contractor shall submit accurate and timely monthly invoices to the Adams County Human Services Department by the 10th of each month, and it will detail services provided during the previous month in accordance with the contract's scope of services and rate structure.

Core funding is legally designated as the payor of last resort. Providers who accept Medicaid are strongly preferred, and all reimbursable services must first be billed to Medicaid or private insurance before seeking payment through Core contracts. This policy ensures the efficient use of public resources while maintaining access to high-quality, trauma-informed care.

5. Term

This will be a one-year contract. There may be potential for options to renew for up to four (4) additional years.

6. Review and Evaluation:

Applications will be reviewed and evaluated according to the following criteria: responsiveness to the Request for Applications, overall merit of the application, agency experience, past performance (if applicable), availability of services, capacity to provide appropriate and respectful services, and programmatic need. Also considered is the ability to sustain services to clients if funding from ACHSD were not available, relevance and justification of costs included in the budget, the applicants experience in the effective oversight of administrative, fiscal, and programmatic aspects of government contracts, including timely and accurate submission of fiscal and program reports. Adams County reserves the right to award contracts to more than one provider.

Applicants must include the following documentation with their submission:

- SAM registration certificate
- Certificate of Insurance
- W-9 form
- Fee Schedule (please list all applicable services and corresponding hourly rates for the services being proposed **using the provided fee schedule template**)

Applicants must provide their SAM (UEI) number and certificate with their application. If you are not registered for a SAM (UEI) number, please apply for one at [SAM.gov](https://sam.gov). Applicants listed on the Excluded Parties List on SAM.gov will not be considered.

END OF SCOPE OF SERVICES



Adams County Finance Department
Purchasing Division
4430 South Adams County Parkway
Brighton, Colorado 80601

REQUEST FOR APPLICATION SUBMISSION CHECK LIST

SUBMISSION: It is imperative you address your submittal envelope as follows:

Does your Application comply with all the terms and conditions of this Solicitation? If no, indicate exceptions.	YES	NO
--	-----	----

Does your Application provide proposed revisions to the attached Sample Agreement and identified on the Term of Acceptance Form?	YES	NO
--	-----	----

Does your Application meet or exceed all specifications, including minimum service requirements? If no, indicate exceptions.	YES	NO
--	-----	----

Requirements met and response included?	YES	NO
---	-----	----

May any other governmental entity avail itself of this Agreement and purchase any and all items specified?	YES	NO
--	-----	----

Have all the addendums been acknowledged and enclosed?	YES	NO
--	-----	----

Has a duly authorized agent of the contractor signed the Contractor's Statement?	YES	NO
--	-----	----

Are the following documents included in your response?

- | | | |
|--|-----|----|
| • SAMS Certificate - (please see section 11.6) | YES | NO |
| • Certificate of Insurance | YES | NO |
| • W-9 | YES | NO |
| • Fee Schedule (Please list all applicable services and corresponding hourly rates for the services being proposed using the provided fee schedule template) | YES | NO |



Adams County Finance Department
Purchasing Division
4430 South Adams County Parkway
Brighton, Colorado 80601

REQUEST FOR APPLICATION CONTRACTOR'S STATEMENT

Pursuant to 2 C.F.R. Part 200 Subpart C 200.213, Contractor certifies that they are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency, and has read and fully understand all the conditions herein set forth in the foregoing paragraphs, and by my signature set forth hereunder, I hereby agree to comply with all said conditions as stated or implied. In consideration of the above statement, the following Application is hereby submitted.

If any of the documents listed on the cover page are missing from this package, contact Adams County Purchasing. If you require additional information, call the Purchasing Division contact person.

The undersigned hereby affirms that (1) he/she is a duly authorized agent of the Contractor, (2) he/she has read all terms and conditions and technical specifications which were made available in conjunction with this solicitation and fully understands and accepts them unless specific variations have been expressly listed in his/her Application, (3) the Application is being submitted on behalf of the Contractor in accordance with any terms and conditions set forth in this Solicitation, and (4) the Contractor will accept any awards made to it as a result of the Application submitted herein for a minimum of 120 calendar days following the date of submission.

WE, THE UNDERSIGNED, HEREBY ACKNOWLEDGE RECEIPT OF
Addenda (list all): _____

Contractor Name

Date

Signature

Printed Name

Title

Address

City, State, Zip Code

County

Telephone

Fax

Email



Adams County Finance Department
Purchasing Division
4430 South Adams County Parkway
Brighton, Colorado 80601

REQUEST FOR APPLICATION REFERENCE FORM

Contractors shall furnish the names, addresses and telephone numbers of a minimum of three (3) firms or government organizations for which the Contractor has provided similar projects:

Company Name

Address

Reference Name

Reference Email Address

Telephone Number

Project Name

Value

\$

Company Name

Address

Reference Name

Reference Email Address

Telephone Number

Project Name

Value

\$

Company Name

Address

Reference Name

Reference Email Address

Telephone Number

Project Name

Value

\$



Adams County Finance Department
Purchasing Division
4430 South Adams County Parkway
Brighton, Colorado 80601

**REQUEST FOR APPLICATION
TERM OF ACCEPTANCE FORM**

Request for
Application: _____

I, on behalf of the Contractor identified below, hereby certify that I have read a copy of the sample Agreement attached to the RFA and understand the terms and provisions contained in that Agreement. I further hereby certify that it is the Contractor's intent to comply with each and every term and provision contained in the sample Agreement and propose no modifications to the sample Agreement except as follows:

- 1) _____
- 2) _____
- 3) _____

I understand that the modification stated above, if any, are offered for discussion purposes only and that Adams County reserves the right to accept, reject or further negotiate any and all proposed modification to the sample Agreement.

Contractor Name

Authorized Signature

Printed Name

Title

Date



Adams County Finance Department
Purchasing Division
4430 South Adams County Parkway
Brighton, Colorado 80601

REQUEST FOR APPLICATION FEE SCHEDULE

Please complete one fee schedule per service type you are applying for

Agency Name:

Service Type (home-based services, mental health treatment, life skills, child mentoring, etc.):

Service Delivery Location (e.g. in-office, community-based*, home-based, virtual, etc.):

Curricula, Instrumentation & Modalities Utilized: (e.g. treatment modalities, curriculum, etc.):

Clearing House Approved Evidence Based Services (EBS) Provided:

Anticipated Frequency of Time with Client per Week (e.g. client contact hours per week and number of contacts per week for each service. For example, one hour for individual therapy sessions typically one time per week; two hour group once per week, child mentoring one hour twice per week, etc.):

Anticipated Duration of Service:

Service Goals:

Service Outcomes:

Target Population of the Service (e.g. age range):

Languages Available:

Medicaid Eligibility:

Service Area/Radius (e.g. service site locations, geographical regions served, and mileage radius from service hubs for non-office/community field clients:

Primary contact for referral coordination:

Email address where referrals should be sent:

***Transportation may not be billed as a standalone service. It must be provided and invoiced in conjunction with an approved service.** For example: Supervised Visitation with Transportation is allowable, whereas transportation alone is not eligible for reimbursement.

**** Court testimony is not reimbursable through contracted funds.** Requests for reimbursement for testimony that is specifically requested by the County Attorney's Office should be submitted directly to the County Attorney's Office for consideration.

*****Adams County does not reimburse late cancellations and/or no-shows. Please consider incorporating those costs into your hourly rates.**

Service Rates (please list any evidence-based services (EBS) you provide separately):

Service Type	Service	Amount	Unit Type	Comments
<i>Ex: Mental Health Services</i>	<i>EMDR</i>	<i>\$100.00</i>	<i>Hourly</i>	<i>Individual Session is 50 minutes</i>
<i>Ex: Mental Health Services</i>	<i>Group Therapy</i>	<i>\$50.00</i>	<i>Per group</i>	<i>Group session is 90 minutes</i>
<i>Ex: Mental Health Services</i>	<i>TF-CBT</i>	<i>\$100.00</i>	<i>Hourly</i>	<i>Evidence Based Service</i>
<i>Ex: Life Skills</i>	<i>Nurturing Parenting</i>	<i>\$50.00</i>	<i>Per group</i>	<i>Group session is 60 minutes</i>
<i>Ex: Life Skills</i>	<i>Triple P Positive Parenting Program</i>	<i>\$75.00</i>	<i>Hourly</i>	<i>Evidence Based Service</i>
<i>Ex: Life Skills</i>	<i>Life Skills Office Based</i>	<i>\$65.00</i>	<i>Hourly</i>	
<i>Ex: Domestic Violence</i>	<i>DVOMB Evaluation</i>	<i>\$300.00</i>	<i>Per evaluation</i>	
<i>Ex: Child Mentoring</i>	<i>Specialized Mentoring</i>	<i>\$80.00</i>	<i>Hourly</i>	
<i>Ex: Family Time</i>	<i>Supervised Visitation</i>	<i>\$70.00</i>	<i>Hourly</i>	
<i>Ex: Family Time</i>	<i>Supervised Visitation WITH Transportation</i>	<i>\$90.00</i>	<i>Hourly</i>	<i>Transportation provided within 50 miles of provider's location</i>