FORSYTH COUNTY
GEORGIA

Forsyth County Procurement Department
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REQUEST FOR PROPOSAL
RFP NO. 26-73-2270

RESIDENTIAL SUBSTANCE ABUSE TREATMENT (RSAT) PROGRAM SERVICES

Forsyth County Board of Commissioners
Cumming, GA

Closing Date and Time:
September 24, 2026 / 2:00 p.m.

FORSYTH COUNTY, GEORGIA

Request for Proposal No. 26-73-2270

Residential Substance Abuse Treatment (RSAT) Program Services

1. PURPOSE OF THE REQUEST FOR PROPOSAL

Forsyth County, a political subdivision of the State of Georgia ("County") is soliciting proposals from qualified firms to provide Residential Substance Abuse Treatment (RSAT) counseling, treatment, case management, and related support services on an as-needed basis for the Forsyth County Sheriff's Office.

All interested qualified firms are invited to submit a formal proposal with pricing information to accomplish the Scope of Work described herein, in conformance with the prescribed format. The proposal is to be signed by a principal in the firm.

It is the County's intent that this Request for Proposal ("RFP") permit competition. It shall be the offeror's responsibility to advise the Procurement Agent in writing, if any language, specification, etc., or any combination thereof, inadvertently restricts or limits the requirements stated in this RFP to a single source. Such notification must be received by the Procurement Agent not later than ten (10) days prior to the date set for acceptance of the proposal.

While every effort has been made to ensure the accuracy and completeness of information in the RFP, we recognize that the information may not be complete in every detail and that all work may not be expressly mentioned in these specifications. It is the responsibility of the proposing firm to include in its proposal all pertinent information in accordance with the objectives of the County.

2. GENERAL INFORMATION

Proposals MUST be submitted in the format prescribed herein. Failure to comply with the directions listed in this RFP, or omission of requested information could result in disqualification of your firm's proposal.

Forsyth County uses a procurement portal powered by EUNA Procurement formerly Bonfire Interactive ("Bonfire") for accepting and evaluating bids, statements of qualification, and proposals digitally, found by using the link: https://www.forsythco.com/Departments-Offices/Procurement/Bids-Results

Proposals shall only be accepted online through the EUNA Portal.

Proposals are due 2:00 p.m., (EST) Thursday, September 24, 2026. Names of submitting firms will then be read aloud at **2:30 p.m. (EST), Thursday, September 24, 2026.** All interested parties and the general public are invited.

ALL QUESTIONS are to be asked via EUNA under Opportunity Q&A. Responses to substantive questions will be provided as written Addenda and will be posted under Public Files in EUNA. **The deadline for questions is Tuesday, September 8, 2026, 12:00 p.m. (EST).**

Proposals and Pricing Information received will become the property of Forsyth County and shall be used as the County sees fit. All information contained in the Proposals and Pricing Information will remain confidential until after the awarding and signing of the contract.

3. COST OF PROPOSAL

Forsyth County assumes no responsibility or liability for the costs incurred by the submitting firm to prepare and/or submit a proposal. The entire cost of preparing and submitting Proposals and Pricing Information, or any work in connection therewith will be borne by the submitting firm or team of firms.

4. RESPONSIBILITY OF PROPOSER

Proposals must be signed by an authorized official to bind the offeror, and it shall contain a statement to the effect that the Proposal is firm for a period of at least sixty (60) days from the closing date for submission.

5. CONNECTIVITY

The County shall not be responsible for errors of any kind or nature occurring in the transmission or downloading/uploading of any documents from the website. The County does not guarantee continuous, uninterrupted, or secure access to this or other related websites. Operation of this website may be affected from time to time by numerous factors outside of our control. Site problems, user problems, internet problems, power outages, or routine maintenance may interrupt or prevent access to information, documents, and/or submission capabilities.

6. PROHIBITION OF GRATUITIES

Firms shall not offer any gratuities, favors, or anything of monetary value to any official, employee, or agent of the Forsyth County Board of Commissioners for the purpose of influencing consideration of this proposal.

7. CONTACT

To ensure all prospective respondents have the same level of knowledge relative to the project, as well as ensuring any additional data is made available to all proposers, no vendor shall contact or discuss any aspect of this RFP with any County employee, elected official, evaluation/selection committee member, or project team member, during the RFP process up until award has been made. If contact is made, that vendor may be disqualified from the process. All questions in regard to this RFP are to be submitted via EUNA under Opportunity Q&A as detailed in the General Information section of this document. Any information obtained about this solicitation through any means other than the solicitation itself or the addendums thereunto is not valid and should not be considered in any response to this solicitation.

8. OWNERSHIP OF MATERIAL

Ownership of all data, material, and documentation originated and prepared for the County pursuant to the Contract shall belong exclusively to the County.

9. TERM

The initial term of the resulting Contract shall be for one (1) year, commencing upon the date of execution by both parties. The County may, at its sole discretion and subject to the availability of funding and satisfactory contractor performance, renew the Contract for up to two (2) additional one-year terms under the same terms and conditions.

Renewal of the Contract shall be by mutual written agreement of both parties.

10. AGREEMENT

Attached to this RFP is a draft form of a Professional Services Agreement which contains terms and conditions of the contractual arrangement for the services. Such form of agreement will be modified as appropriate, in the County's discretion, to include any additional specific terms related to the services being provided. Any questions regarding the form of the Professional Services Agreement must be submitted in writing by the deadline for questions specified in this RFP.

11. CHANGES

No change will be made to this RFP except by written modification by the County Procurement Department. Requests for interpretation or changes must be in writing and received at least seven (7) calendar days prior to the time set for opening of the proposals.

12. WITHDRAWAL OF PROPOSAL

Proposals may be withdrawn by written request only, if the request is received prior to the time and date set for the opening of proposals. Negligence on the part of the Proposer in preparing its proposal confers no right of withdrawal or modification of its proposal after proposal has been opened. No proposal may be withdrawn for a period of sixty (60) days after time has been called on the date of opening.

13. SUBSTITUTIONS

Where references are made in this RFP to specific products, materials, software, methodologies, or industry standards, such references are intended only to establish the minimum level of quality, performance, or functionality required and are not intended to limit competition.

If a Proposer proposes an alternate product, methodology, or equivalent solution, the Proposer shall clearly identify the proposed alternative and provide sufficient documentation demonstrating that it meets or exceeds the requirements of this RFP. The County shall be the sole judge in determining the acceptability of any proposed alternative.

14. EXCEPTIONS TO SPECIFICATIONS

Any award resulting from this RFP shall bind the Proposer to all terms, conditions and specifications set forth in this RFP. Proposers whose proposals do not conform should so note on separate page if necessary. While the County reserves the right to make an award to a nonconforming proposer when in the best interest of the County, such awards will

not be readily made, and proposers are urged to conform to the greatest extent possible. No exceptions will be considered to have been taken by a Proposer unless it is properly set out as provided above. No exception will be deemed to have been taken by the County unless incorporated in an award resulting from this RFP and so stated.

15. RESERVATION OF REJECTION OR CANCELLATION

The County reserves the right to cancel the RFP or to reject any and all proposals submitted in response to any solicitation, to reject any portion thereof, or to waive any minor irregularity or administrative requirement, if it determines, in its sole discretion, that such cancellation, rejection, or waiver is in the best interests of the County.

16. AFFIDAVIT

The Proposer will be required to execute an Affidavit of Non-Collusion and submit it with the RFP Documents.

17. INSPECTION OF RECORDS

The records of the Procurement Department are open and accessible to the public in accordance with the provisions of the Georgia Open Records Act. Requests for inspection of records must be in writing, must be reasonable, must contain sufficient information to facilitate retrieval, and must not interfere with the orderly operation of the Procurement Department.

Proposers are cautioned that any documentation submitted with or in support of a bid or proposal will become subject to public inspection under the Georgia Open Records Act. Labeling such information "Confidential," "Proprietary," or in any other manner will not protect this material from public inspection upon request.

18. TRADE SECRETS

Careful consideration should be given before submitting confidential information to the County. The County's disclosure of records and documentation is governed by the Georgia's Open Records Act, which permits public scrutiny of most materials collected as part of this process. If Proposer submits information that contains trade secret information and if Proposer wishes to keep such information confidential, Proposer must submit and attach to such information an affidavit affirmatively declaring that specific information constitutes trade secrets pursuant to the Georgia Trade Secrets Act of 1990, O.C.G.A. §10-1-760 et seq., and the Proposer and County will follow the requirements of O.C.G.A. § 50-18-72(a)(34) related thereto.

19. REGULATORY AGENCIES

Successful Proposer will be responsible for all required permits or license required by any regulatory agency of the city, county, state or federal governments. Further, successful proposer will be responsible for meeting all requirements of any regulation(s) or guideline(s) of any of the said governments or any independent agency recognized by said governments as publisher of any such regulation(s) or guideline(s).

20. INDEPENDENT CONTRACTORS

The Proposer represents to Forsyth County that it is fully experienced and properly qualified to perform the functions provided for herein and that it is properly equipped, organized and financed to perform such functions. The Proposer shall finance its own

operations hereunder, shall operate as an independent contractor and not as the agent of Forsyth County and nothing contained in this RFP or a contract resulting from same shall be construed to constitute the Proposer or any of its employees, servants, or agents or subcontractors as a partner, employee, servant or agent of the County nor shall either party have any authority to bind the other in any respect, it being intended that each shall remain an independent contractor.

21. REQUIRED FORMS

All Proposing firms will be required to complete, execute, and submit with its proposal the following:

- Affidavit of Non-Collusion
- Contractor Affidavit and Agreement
- Subcontractor Affidavit (if applicable)
- Addendum Acknowledgement
- Debarment & Suspension
- Conflict of Interest Disclosure form
- Byrd Anti-Lobbying Amendment

Federal Grant Requirements

The resulting Agreement may be funded, in whole or in part, with federal grant funds administered through the Criminal Justice Coordinating Council (CJCC), Bureau of Justice Assistance (BJA), and/or U.S. Department of Justice (DOJ). The successful Proposer shall comply with all applicable federal grant requirements and the Federal Grant Contract Provisions incorporated into the draft Professional Services Agreement as Exhibit "G."

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Scope of Work

The Forsyth County Sheriff's Office operates a Residential Substance Abuse Treatment (RSAT) Program for eligible incarcerated individuals housed at the Forsyth County Detention Center. The program provides evidence-based substance abuse treatment, behavioral health counseling, case management, re-entry planning, and community-based aftercare services designed to reduce recidivism and support successful reintegration into the community.

The program is funded, in whole or in part, through grant funding administered by the Criminal Justice Coordinating Council (CJCC) and the Bureau of Justice Assistance (BJA). The selected Contractor shall provide services in accordance with all applicable grant requirements and assist the County in meeting required reporting and performance measurement obligations.

PROGRAM INFORMATION

The following information is provided solely to assist Proposers in understanding the current program and preparing their proposals. Actual participation and service levels may vary during the Contract term. The County does not guarantee any minimum or maximum quantity of services.

Item	Estimate
Active Participants	Approximately 30
Male Participants	Approximately 15
Female Participants	Approximately 15
Program Duration	Approximately 24 Weeks
Individual Counseling	Approximately One Session Per Week
Group Counseling	Approximately One Session Per Week

PROGRAM OBJECTIVES

The Contractor shall support the County's efforts to:

- Reduce substance use disorders among participants.
- Improve behavioral health outcomes.
- Reduce recidivism.
- Promote successful re-entry into the community.
- Improve continuity of care following release.
- Provide evidence-based, trauma-informed behavioral health services.

1.1 Scope of Services

The Contractor shall furnish all supervision, personnel, administrative support, equipment, materials, supplies, and other resources necessary to perform the services described herein.

Services shall be provided in accordance with the requirements of the Criminal Justice Coordinating Council (CJCC), the Bureau of Justice Assistance (BJA), applicable federal and state laws, and all policies and procedures established by the Forsyth County Sheriff's Office. The Contractor shall also comply with the Special conditions and reporting requirements incorporated into the resulting Agreement.

The Contractor shall provide evidence-based, trauma-informed treatment and recovery services designed to reduce substance abuse, improve behavioral health outcomes, reduce recidivism, and support successful community reintegration for incarcerated participants. Services shall include, at a minimum, those described below.

1.2 Clinical Assessment and Treatment Planning

The Contractor shall:

- Conduct behavioral health and substance abuse assessments
- Develop an Individual Recovery Plan (IRP)
- Develop safety plans when clinically indicated
- Evaluate treatment needs
- Review and update recovery plans throughout participation
- Coordinate participant progress with Sheriff's Office staff
- Conduct participant intake and screening activities, as directed by the Sheriff's Office.

1.3 Counseling Services

The Contractor shall provide evidence-based counseling services that shall include, at a minimum:

- Individual counseling
- Group counseling
- Substance abuse education
- Cognitive Behavioral Therapy (CBT)
- Relapse prevention
- Life skills development
- Behavioral interventions
- Recovery support
- Trauma-informed treatment
- Psychological assessments (when clinically appropriate)
- Family education (when appropriate)

The Contractor shall utilize treatment methods supported by current evidence-based practices appropriate for correctional settings.

1.4 Drug and Alcohol Testing

The Contractor shall provide drug and alcohol testing as directed by the Sheriff's Office or required under program guidelines. Testing documentation shall be maintained and provided upon request.

1.5 Case Management

The Contractor shall provide case management services that include:

- Participant progress monitoring
- Goal development
- Resource coordination
- Coordination with community behavioral health providers
- Coordination with probation or other criminal justice partners, when applicable
- Documentation of participant progress throughout treatment
- Coordination of medication management appointments

1.6 Re-Entry Planning
Prior to participant release, the Contractor shall assist participants with:
- Behavioral health appointments
- Medication management appointments
- Housing
- Employment
- Community Service Boards (CSBs)
- Transportation coordination when appropriate
- Recovery Support
- Benefits/resources
- Continuity of care

1.7 Interpreter Services
The Contractor shall provide qualified interpreter services whenever necessary to ensure participants have meaningful access to program services.

1.8 Program Coordination
The Contractor shall coordinate with the Forsyth County Sheriff's Office regarding:
- Participant enrollment
- Scheduling of counseling services
- Program operations
- Security requirements
- Participant progress
- Program concerns
- Required meetings
- Weekly or recurring coordination meetings as requested

1.9 Documentation
The Contractor shall maintain complete and accurate documentation including, but not limited to:
- Intake assessments
- Treatment plans
- Progress notes
- Attendance records
- Individual Recovery Plans
- Behavioral health assessments
- Drug testing records
- Discharge summaries
- Case notes
- Participant completion status
- Required grant documentation

Documentation shall be maintained in accordance with applicable grant requirements and County record retention policies.

1.10 Grant Compliance
The Contractor shall comply with all applicable grant requirements, including reporting, documentation, performance measurement, audit cooperation, and record retention

requirements established by the Criminal Justice Coordinating Council (CJCC), the Bureau of Justice Assistance (BJA), and other applicable funding agencies.

1.11 Contractor Responsibilities

The Contractor shall:

- Provide all personnel necessary to perform the required services.
- Ensure all personnel maintain required professional licenses and certifications.
- Obtain and maintain all required security clearances and comply with Forsyth County Sheriff's Office security procedures.
- Provide substitute personnel when necessary to ensure continuity of services.
- Maintain confidentiality of participant information in accordance with applicable laws and regulations.
- Maintain all required insurance throughout the Contract term.
- Notify the County of any significant staffing changes affecting program delivery.
- Coordinate with Sheriff's Office staff regarding participant scheduling and movement.
- Comply with all applicable detention facility security policies and procedures.
- Participate in meetings with County and Sheriff's Office staff as requested.
- Ensure timely arrival for all scheduled services and adhere to the dates and schedules for which the Contractor is responsible
- Cooperate with County staff during audits, inspections, grant monitoring, and program evaluations.

1.12 Staffing Requirements

The Contractor shall provide qualified personnel with appropriate education, experience, certifications, and licenses necessary to perform the required services.
At a minimum, proposers shall identify:

- Program Manager
- Clinical Supervisor
- Licensed Counselors
- Case Managers
- Peer Recovery Specialists, as applicable to the proposed service delivery model

The proposal shall identify the qualifications, licenses, certifications, years of experience, and anticipated level of effort for each key staff member assigned to the Contract.
The County reserves the right to approve or reject proposed key personnel and require advance written notification of any changes to key personnel during the Contract term.

1.13 Deliverables

The Contractor shall provide:

- Intake and behavioral health assessments
- Individual Recovery Plans (IRPs)
- Weekly individual counseling sessions
- Weekly group counseling sessions
- Case management services
- Re-entry planning
- Aftercare services
- Drug and alcohol testing documentation

- Progress notes
- Monthly activity reports
- Quarterly grant performance data
- Participant discharge/completion documentation

1.14 Reporting Requirements

The Contractor shall submit reports and documentation as requested by the County, including information necessary for the County to satisfy CJCC and BJA reporting requirements. Reports shall include, at a minimum:

- Number of participants enrolled
- Number of active participants
- Male and female participant counts
- Individual counseling sessions provided
- Group counseling sessions provided
- Case management activities
- Drug and alcohol testing performed
- Participant completions
- Participant withdrawals or terminations
- Community referrals completed
- Performance measures required by CJCC and BJA
- LCMI data (de-identified), if applicable
- Recidivism and benchmark data, as requested by the County

The Contractor shall provide required information in sufficient time to allow the County to meet all grant reporting deadlines.

1.15 Performance Standards

The Contractor shall:

- Deliver services in accordance with accepted professional standards and evidence-based practices.
- Maintain staffing sufficient to provide uninterrupted services.
- Submit all required reports accurately and by established deadlines.
- Maintain complete, accurate, and confidential participant records.
- Cooperate with Sheriff's Office staff and County representatives.
- Respond promptly to County requests for information.
- Correct identified deficiencies within timelines established by the County.
- Support the County in complying with all applicable CJCC and BJA grant requirements.

1.16 Optional Jail In-Reach Program Services

The County may elect to utilize additional behavioral health services funded through separate grant opportunities, including the Byrne State Crisis Intervention Program (SCIP) Behavioral Health Deflection Grant. If authorized, the Contractor may be requested to provide behavioral health assessments, case management, counseling, medication coordination, community transition planning, peer support services, and referrals to community-based resources for eligible incarcerated individuals and recently released participants. Pricing for these optional services shall be provided separately in the Cost Proposal. The County does not guarantee that optional services will be authorized or funded under the resulting Contract.

PROPOSAL FORMAT AND CONTENT

The proposal is limited to thirty (30) pages, formatted on 8 ½" x 11" paper, with a minimum 11 pt font size. The page count does not include mandatory requirements. Proposer must demonstrate their ability to satisfy all qualifications and requirements to perform the services detailed in this RFP.

1. Cover Letter and Required Forms

Provide a signed cover letter and all required forms included in this solicitation. The cover letter shall identify the firm's legal name, principal office location, primary contact person, telephone number, and email address. The proposer shall identify any exceptions to the RFP or the draft Agreement.

2. Technical Approach and Understanding

Describe the firm's understanding of the County's Residential Substance Abuse Treatment (RSAT) Program and its approach to providing the services described in the Scope of Work.
At a minimum, include the following:

a. Overall approach to delivering Residential Substance Abuse Treatment (RSAT) services within a correctional setting.
b. Clinical treatment philosophy and evidence-based practices to be utilized.
c. Approach to behavioral health assessments, Individual Recovery Plans (IRPs), counseling services, case management, medication coordination, and re-entry planning.
d. Approach to providing aftercare services following participant release.
e. Approach to coordinating services with the Forsyth County Sheriff's Office.
f. Approach to maintaining participant confidentiality while operating within a detention facility.
g. Approach to meeting CJCC and BJA grant requirements, including documentation, reporting, and performance measurement.
h. Quality assurance procedures used to monitor service delivery and maintain program effectiveness.
i. Describe the firm's approach to implementing services upon contract award, including transition from the current provider, if applicable.
j. Describe the evidence-based treatment models, assessment tools, behavioral interventions, and quality assurance practices that will be utilized in providing Residential Substance Abuse Treatment (RSAT) services.

3. Firm Qualifications and Experience

Provide information demonstrating the firm's qualifications and experience to perform the requested services.
At a minimum, include the following:

a. History of the organization.
b. Years providing behavioral health, substance abuse treatment, and correctional services.
c. Experience providing Residential Substance Abuse Treatment (RSAT) or similar correctional treatment programs.
d. Experience with case management, re-entry planning, medication coordination, and community behavioral health partnerships.
e. Experience administering federally or state grant-funded behavioral health programs, including CJCC, BJA, or similar funding sources.

f. Any accreditations, certifications, or licenses applicable to the proposed services.
g. Describe any experience providing services within detention facilities, correctional institutions, or other secure environments.

4. Staffing and Key Personnel
Describe the staffing plan for the proposed services.
At a minimum, include the following:
a. Organizational chart identifying key personnel assigned to the Contract.
b. Qualifications, licenses, certifications, and relevant experience of all key personnel.
c. Roles and responsibilities of each proposed team member.
d. Staffing levels and availability.
e. Procedures for addressing staff absences, turnover, and continuity of services.
f. Resumes for key personnel (may be included in an appendix and will not count toward the page limit).
g. Identify any proposed subcontractors and describe their roles and responsibilities.

5. References and Past Performance
Provide at least three (3) references for projects of similar size and scope completed within the past five (5) years.
Include:
a. Client name
b. Contact person
c. Telephone number
d. Email address
e. Description of services provided
f. Contract value
g. Dates of service

The County reserves the right to contact references and other known clients regarding the firm's past performance.

6. Cost Proposal
The Cost Proposal shall be submitted as a **separate file** through the EUNA Procurement Portal using the Cost Proposal Form included with this solicitation. Cost information shall not be included within the Technical Proposal.

The Cost Proposal shall include all costs necessary to perform the required services described in the Scope of Work. Proposers shall provide the Total Proposed Annual Program Cost and all supporting labor and service rates requested on the Cost Proposal Form.

Pricing for Optional Jail In-Reach Program Services shall be identified separately from the required RSAT Program Services. Optional service pricing shall not be included in the Total Proposed Annual Program Cost for the required RSAT Program.

Failure to submit the Cost Proposal as a separate file may result in the proposal being determined non-responsive.

EVALUATION METHOD AND CRITERIA

The County will evaluate all proposals received in response to this Request for Proposal (RFP) to determine which proposal(s) best meet the needs of the County. Evaluation shall be conducted by an evaluation committee appointed by the County.

The evaluation committee will first determine whether each proposal is Responsive and whether the Proposer is Responsible. Only proposals determined to be responsive and submitted by responsible proposers will be evaluated.

The evaluation committee will evaluate proposals based on the criteria identified below. The County reserves the right to request clarifications, conduct interviews, request presentations or demonstrations, request Best and Final Offers (BAFOs), negotiate with the highest-ranked proposer(s), waive minor informalities or irregularities, and reject any or all proposals when determined to be in the best interest of the County.

The County reserves the right to investigate the qualifications, experience, financial stability, references, and overall responsibility of any proposer to determine its ability to successfully perform the required services.

Cost Proposals shall be submitted as a separate file through the EUNA Procurement Portal and shall not be considered as part of the technical evaluation or scoring.

Following completion of the technical evaluation and ranking of Proposers, the County may open and review the Cost Proposal submitted by the highest-ranked Proposer. The County may negotiate pricing, scope, staffing, and other contractual terms with the highest-ranked Proposer to establish compensation that is fair, reasonable, and in the County's best interest.

If the County is unable to successfully negotiate an Agreement with the highest-ranked Proposer, the County reserves the right to discontinue negotiations and proceed with the next highest-ranked Proposer.

Proposals shall be evaluated using the following criteria:

Cover/Transmittal Letter and Required Forms	Pass/Fail
Technical Approach and Understanding	35 points
Firm Qualifications and Experience	30 points
Staffing & Key Personnel	20 points
Reference & Past Performance	15 points
TOTAL	100 points

The County reserves the right to make a single award, multiple awards, or no award, as determined to be in the County's best interest.

COST PROPOSAL

Description	**Proposed Annual Cost**
RSAT Program Services	$
Supporting Labor Rates	**Hourly Rate**
Program Manager	$
Clinical Supervisor	$
Licensed Counselor	$
Case Manager	$
Peer Recovery Specialist	$

Service	**Unit**	**Rate**
Behavioral Health Assessment	EA	$
Individual Counseling	Per Session	$
Group Counseling	Per Session	$
Re-entry Planning	Participant	$
Drug & Alcohol Testing	Per Test	$
Psychological Assessment	EA	$
Interpreter Services	Per Hour	$

Additional Fees or Charges

Identify any fees, charges, reimbursable expenses, or other costs not included in the pricing provided above. If none, state "None."

The Proposer certifies that the pricing submitted includes all labor, supervision, personnel, administrative expenses, travel, supplies, equipment, insurance, overhead, profit, and all other costs necessary to perform the services described in the Scope of Work, except for costs specifically identified by the Proposer and accepted by the County.

Supporting labor and service rates are provided for cost review, contract negotiations, and, where applicable, contract administration. The County does not guarantee any minimum quantity of services or expenditures under the resulting Agreement.

Authorized Signature: _____ Date: _____

Printed Name: _____

Title: _____

Firm Name: _____

OPTIONAL COST PROPOSAL

Pricing provided below is for the **Optional Jail In-Reach Program Services** described in Section 1.16 of the Scope of Work. The County does not guarantee that these services will be authorized or funded. Optional Jail In-Reach pricing shall not be included in the Total Proposed Annual Program Cost for required RSAT services.

Description	**Proposed Annual Cost**
Jail In-Reach Program Services	$
Supporting Labor Rates	**Hourly Rate**
Program Manager	$
Clinical Supervisor	$
Licensed Counselor	$
Case Manager	$
Peer Recovery Specialist	$
Other (specify):	$

Service	**Unit**	**Rate**
Behavioral Health Assessment	EA	$
Individual Counseling	Per Session	$
Case Management	Per Hour	$
Forensic/Peer Recovery Support	Per Hour	$
Community Transition Planning	Per Participant	$
Community Referral/Linkage Services	Per Hour	$
Interpreter Services	Per Hour	$

The Proposer certifies that the pricing submitted includes all labor, supervision, personnel, administrative expenses, travel, supplies, equipment, insurance, overhead, profit, and all other costs necessary to perform the services described in the Scope of Work, except for costs specifically identified by the Proposer and accepted by the County.

Supporting labor and service rates are provided for cost review, contract negotiations, and, where applicable, contract administration. The County does not guarantee any minimum quantity of services or expenditures under the resulting Agreement.

Authorized Signature: _____ Date: _____

Printed Name: _____

Title: _____

Firm Name: _____

NON-COLLUSION AFFIDAVIT

(This Affidavit is Part of the Bid Documents)

BID DATE:_____

PROJECT DESCRIPTION:_____

STATE OF _____}

COUNTY OF _____}

_____, being first duly sworn, deposes and says that (s)he is _____ (the sole owner, a partner, president, secretary, etc.) of _____ the party making the foregoing Proposal or Bid; that such Bid is genuine and not collusive or a sham; that said Bidder has not colluded, conspired, connived, or agreed, directly or indirectly, with any Bidder or person, to put in a sham Bid, or that such other person refrain from bidding, and has not in any manner, directly or indirectly sought by agreement or collusion, or communication or conference, with any person, to fix the Bid Price of affiant or any other Bidder, or to fix any overhead, profit or cost element of said Bid Price, or that of any other Bidder, or to secure any advantage against Forsyth County, or any person interested in the proposed Contract; and that all statements in said Proposal or Bid are true; and further, that such Bidder has not, directly or indirectly submitted this Bid, or the contents thereof, or divulged information or data relative thereto, to any association or to any member or agent thereof.

Affiant: _____ Date: _____

Signed and sworn to (or affirmed) before me on _____, 202____
by _____,
Printed name of affiant making statement.

who proved to me on the basis of satisfactory evidence to be the person who appeared before me.

_____Personally Known
Or
_____Produced Identification (ID)

Type of ID _____
ID# (last 4 digits only) _____
ID Expiration Date _____

_____
Notary Public
My Commission Expires: _____
(Notary Seal)

CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or corporation which is engaged in the physical performance of services on behalf of **Forsyth County, Georgia**, has registered with, is authorized to use, and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period, and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b).

Contractor agrees that the employee-number category designated below is applicable to the Contractor:

- ☐ 500 or more employees
- ☐ 100 or more employees
- ☐ Fewer than 100 employees

Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

_____
E-Verify Company ID Number

_____
Date of Enrollment

_____
Name of Contractor

Residential Substance Abuse Treatment (RSAT) Program Services
Name of Project

Forsyth County, Georgia
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.
Executed on _____, 202___ in _____ (city), _____ (state).

_____
Signature of Authorized Officer or Agent

_____
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THE _____ DAY OF _____, 202___.

_____
Notary Public
My Commission Expires: _____
[NOTARY SEAL]

SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with _____ (name of contractor) on behalf of **Forsyth County, Georgia**, has registered with, is authorized to use, and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. The undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five (5) business days of receipt.

Subcontractor agrees that the employee-number category designated below is applicable to the Subcontractor:

- ☐ 500 or more employees
- ☐ 100 or more employees
- ☐ Fewer than 100 employees

Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

_____
E-Verify Company ID Number

_____
Date of Enrollment

_____
Name of Subcontractor

Residential Substance Abuse Treatment (RSAT) Program Services
Name of Project

Forsyth County, Georgia
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.
Executed on _____, 202____ in _____(city), _____(state).

_____
Signature of Authorized Officer or Agent

_____
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THE _____ DAY OF _____,202___.

_____
NOTARY PUBLIC
My Commission Expires: _____
[NOTARY SEAL]

ADDENDUM ACKNOWLEDGEMENT

RFP NO: 26-73-2270

The undersigned Proposer acknowledges receipt and review of all addenda issued for this solicitation and confirms that all addenda have been reviewed and incorporated into the proposal.

The undersigned further acknowledges that failure to confirm the receipt of addenda is cause for rejection of Proposal

It is the responsibility of the Proposer to ensure receipt of all addenda issued.

Addendum No. **Date Issued**

_____

_____

_____

_____

_____

If no addenda were issued, mark "N/A" above.

By signing below, the Proposer affirms that its Proposal is submitted without exceptions, qualifications, or deviations from the requirements of this RFP and associated Contract Documents.

Authorized Signature: _____

Print Name: _____ Date: _____

DEBARMENT CERTIFICATION FORM

The Proposer certifies, to the best of its knowledge and belief, that neither the Proposer nor any of its principals:

(a) Is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency;

(b) Has, within the three-year period preceding this certification, been convicted of or had a civil judgment rendered against it for fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction or contract (federal, state, or local); violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Is presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses identified in paragraph (b) above; or

(d) Has, within the three-year period preceding this certification, had one or more public transactions or contracts (federal, state, or local) terminated for cause or default.

The Proposer further certifies that it shall not knowingly enter into any subcontract or covered transaction in connection with the resulting Agreement with any person or entity that is debarred, suspended, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency.

Unique Entity Identifier (UEI): _____

SAM.gov Registration Status: ☐ Active ☐ Other: _____

The Proposer agrees to immediately notify Forsyth County if any information contained in this certification changes prior to award or during the term of any resulting Agreement.

Firm Name: _____
Authorized Representative: _____
Title: _____
Signature: _____
Date: _____

CONFLICT OF INTEREST DISCLOSURE FORM

The Proposer shall disclose any actual, potential, or apparent conflict of interest that may exist in connection with this solicitation or the performance of any resulting Agreement with Forsyth County.

A conflict of interest may include any financial, business, personal, employment, or other relationship involving the Proposer, its officers, directors, employees, agents, or proposed subcontractors and any Forsyth County official or employee that could reasonably be perceived to affect the Proposer's ability to perform the services objectively and in the best interest of the County.

The Proposer shall disclose any relationship, transaction, position, affiliation, or other circumstance that may create an actual, potential, or apparent conflict of interest in connection with this solicitation.

Please select one:

☐ **The Proposer has no known actual, potential, or apparent conflicts of interest to disclose.**

☐ **The Proposer has an actual, potential, or apparent conflict of interest to disclose, as described below:**

_____

_____

_____

The Proposer agrees to promptly notify Forsyth County in writing if an actual, potential, or apparent conflict of interest arises or becomes known during the procurement process or during the term of any resulting Agreement.

By signing below, the undersigned certifies that the information provided on this form is true and complete to the best of their knowledge.

Firm Name: _____

Authorized Representative: _____

Title: _____

Signature: _____

Date: _____

LOBBYING CERTIFICATION

The Proposer certifies, to the best of its knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Proposer, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action associated with this procurement, the Proposer shall complete and submit **Standard Form LLL, Disclosure of Lobbying Activities**, when required by **31 U.S.C. § 1352 and 28 C.F.R. Part 69**.

(3) The Proposer shall comply with all applicable requirements of **31 U.S.C. § 1352 and 28 C.F.R. Part 69** and shall include applicable lobbying restrictions and certification requirements in subcontracts funded with Federal award funds, as required by Federal law.

This certification is a material representation of fact upon which reliance may be placed in connection with the award of any resulting Agreement.

By signing below, the Proposer certifies the truthfulness and accuracy of the statements contained in this certification and agrees to comply with applicable Federal lobbying restrictions.

Firm Name: _____

Authorized Representative: _____

Title: _____

Signature: _____

Date: _____