



COLORADO

Department of Human Services

Request for Proposals

Contracted PRTF High Acuity Beds

RFP IHFA 2027000022

September 1, 2026

Basic Information and Timeline

Single Point of Contact	Shannon Robinson, Shannon.robinson@state.co.us
Solicitation Description	The Department is seeking 10-15 beds to serve children/youth with high acuity needs pursuant to HB 24-1038
Eligibility	Licensed Psychiatric Residential Treatment Facility (PRTF) providers in Colorado
Service/Delivery Area	PRTF eligible children/youth statewide
Anticipated Contract Start Date	January 1, 2027
Anticipated Contract Term	Expected initial term is 01/01/2027 - 12/31/2027 or as soon as possible following award notification. The resulting contract or PO may be renewed for up to four additional years, at the sole discretion of the State, contingent upon funds being appropriated, budgeted, and otherwise made available, and other contractual requirements, if applicable, being satisfied.
Submission Method	Electronic. See “How to Submit a Bid” below.
Questions Due Date	September 8, 2026, 5:00 p.m. MT
Responses Posted to VSS	September 15, 2026
Proposal Due Date and Time	October 1, 2026, 1:00 p.m. MT

Public Opening Date, Time, and Link	RFP 2027*022 Public Opening Thursday, October 1, 2026, 1:15 p.m. MT Google Meet joining info Video call link: https://meet.google.com/vgg-hzjc-gfc Or dial: (US) +1 478-324-0667 PIN: 948 820 543#
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All dates and times are subject to change and are in Mountain Time.

A. Quick Resources

1. For questions about this solicitation, contact the Single Point of Contact identified above.
2. For help with Vendor Self Service (ColoradoVSS), contact the Vendor Self Service Help Desk ysshhelp@state.co.us or 303-866-6464.
3. For information about doing business with the state of Colorado generally, go to: <https://osc.colorado.gov/spco/accesscolorado>.
4. The Department is always interested in improving. Please take this survey at any time:
<https://docs.google.com/forms/d/e/1FAIpQLScIgv9lgrT3x5AGzcvT1xkvpucrRhhN5QJ23vLcbyfvc2smaw/viewform>
(We do actually read the responses)

B. Introduction and Background

The Colorado Department of Human Services (Department), Office of Children, Youth, and Families, Division of Child Welfare (Division), provides leadership, innovation, oversight, and resources to enhance the delivery of child welfare services. These services are administered by county departments of human and social services alongside community partners.

The Division promotes the statewide use of best practices that improve child and family outcomes; executes strategies to increase family and community engagement; enhances the supports available to families and kin providers; and leads efforts to equip Colorado with a highly trained, skilled child welfare workforce to ensure the safety, permanency, and well-being of Colorado's children.

FUNDING BACKGROUND

Funding to contract with independent vendors to serve children and youth with acute behavioral or mental health needs in a Psychiatric Residential Treatment Facility (PRTF) is authorized through House Bill (HB) 24-1038.

Under this initiative, the Department will guarantee reimbursement for designated PRTF beds. The Department will reimburse an incentive rate in addition to any appropriate, authorized Medicaid daily rate funds paid through county placement allocations. To support ongoing operational and facility costs during periods of lower census, the Department will also reimburse a separate, contracted rate when a bed is vacant.

PURPOSE OF THE RFP

The Department is seeking to contract with one or more qualified independent vendors to serve children and youth with acute mental health and complex behavioral needs in licensed Psychiatric Residential Treatment Facilities (PRTF).

The youth identified for this program exhibit highly intensive behaviors that have not been safely or effectively managed in lower levels of care or existing facilities within Colorado. This target population also includes youth who have met discharge criteria from acute hospitalization but face systemic barriers to accessing an appropriate step-down placement. The selected vendor or vendors will provide intensive stabilization, clinical interventions, skills training, and robust transition planning to prepare youth for a successful return to lower levels of care.

The selected provider(s) must demonstrate deep clinical expertise in the delivery of evidence-based treatment interventions for children and youth experiencing complex, high-acuity needs. The target population includes youth presenting with co-occurring mental health and clinical diagnoses, extensive histories of severe trauma, active or chronic suicidal ideation, self-harming behaviors, high-risk aggression and assaultive behaviors, chronic elopement, and high-risk or reactive sexualized behaviors. Additionally, selected vendors must meet all mandatory requirements identified in Section E of this RFP.

GOALS AND OUTCOMES

It is the goal of the Department to successfully meet the statutory requirements of HB 24-1038, Section 3, for residential services for children and youth with acute mental health and behavioral needs, with the ultimate outcome of identifying and contracting with one or more qualified vendors capable of performing these services and operating a licensed PRTF under the criteria outlined in this solicitation.

C. How to Submit a Proposal

1. **In General.** Email the proposal, Signature Page, and any other required documents in one zip file as an attachment to this email address:
SR_2027.oposovsbx8ub4wfr@u.box.com Please be aware of email server file size limitations. The maximum file size the Department can accept is 15 GB.
2. **Only Attachments.** Only the zip file goes through. The Department cannot see any text or messages sent to the email address identified above. Written questions may be emailed to the Single Point of Contact.
3. **File Names.** The zip file name should start with the solicitation type, solicitation number, and vendor name (e.g., "RFP 2027000022 Vendor Name..."). Vendors may include additional information in the zip file name.

4. **Timing.** The zip file typically uploads within five minutes; however, vendors should submit zip files at least thirty minutes prior to any deadline to ensure the file is received.
5. **Confirmation.** Vendors will receive an email confirmation from box.com that the zip file was uploaded correctly. If not, please contact the Single Point of Contact.
6. **No Encryption.** Do not encrypt emails sent to the submission email as it may prevent full submission.
7. **Pre-bid Conference.** There will not be a pre-bid conference.
8. **Questions.** Vendors may submit questions by email to the Single Point of Contact prior to the Questions Due Date identified in the Basic Information and Timeline above. The Department may answer some, all, or none of the questions asked by posting them publicly.
9. **Late Proposals will not be accepted unless specifically allowed by rule and at the Department's sole discretion.**

D. Proposal Format

1. **Maximum Length.** Proposals should not exceed 25 pages. The 25 page limit excludes the cover page, table of contents, appendices, and/or budget. The Department may evaluate proposals negatively if this page limit is not followed.
2. **Other Format Requirements**

Prospective vendors should address all subject areas in a narrative format. Submissions should specifically identify which criteria is addressed in each proposal section either utilizing an identical outline format, and/or by clearly including citations throughout to indicate which criteria is addressed. Vendors should additionally submit a prospective budget clearly itemizing costs as indicated in section E, subsection 2 of this RFP.

E. Proposal Content

1. **Proposal Substance.** Please answer or address the following questions or issues:
 - A. **Mandatory Criteria:**
 - i. Demonstrate current PRTF licensing requirements found in the Code of Colorado Regulations (CCR) "General Rules for Child Care Facilities" (7.701), the "Rules Regulating Residential Child Care Facilities" (7.705) to include "Psychiatric Residential Treatment Facility" (7.705.100 et seq.), and the "Quality Standards for 24 Hour Care" (7.714). Demonstrate the current licensing or designation requirements for any services proposed for stepdown or alternatives to PRTF admission.
 - B. **Preferred Criteria:**
 - i. Describe the agency's proposed service model to include number of PRTF beds, ages and gender of clients served, and any stepdown or

aftercare services proposed to support stepdown or alternatives to PRTF admission.

- ii. Demonstrate your current enrollment with the Department of Healthcare Policy and Financing as a Health First Colorado (Colorado's Medicaid Program) provider. If there is no response or the agency does not demonstrate the ability to meet the requirements to enroll with the Department of Healthcare Policy and Financing as a Health First Colorado (Colorado's Medicaid Program) provider, you may not be considered for award.
- iii. Describe how your facility meets the requirements put forth by the Colorado Department of Education to become a facility school. Demonstrate the ability to conform to educational planning requirements for clients admitted, to include admission to a facility school and coordination with school districts for any external school admission as applicable. If there is no response or the agency does not meet the requirements put forth by the Colorado Department of Education to become a facility school, you may not be considered for award.
- iv. Describe the agency's history and organizational structure, experience serving this population, outcome associated with serving this population, status as a profit or non-profit agency, and history and experience working with county departments of human services, the Colorado Department of Human Services, the Colorado Department of Education, Regional Accountable Entities, Hospitals, Juvenile Justice and Medicaid.
- v. Describe the agency's experience and process for addressing Prior Authorization Requests. Describe how the agency addresses denials of authorization for Medicaid payment.
- vi. Describe how the agency will collaborate with the Department regarding admission and discharge of eligible youth, as the Department will set admission criteria for the facility and have final authority on admission determination and discharge determination. Describe how the agency will comply with requirements that the provider shall not deny admittance of a child or youth if the child meets eligibility criteria and shall not discharge a child or youth based on the severity or complexity of the child's needs per HB 24-1038 and 26-5-117 C.R.S.
- vii. Describe the program's trauma-informed treatment model and ability to deploy evidence-based behavioral intervention models. How are these frameworks structurally incorporated at the policy, administrative, clinical, and direct care operations levels to accommodate the unique needs, strengths, and challenges of this population?

- viii. Describe any specialized treatment provisions your program offers, including the specific clinical interventions utilized. Detail the training model for these modalities (content, audience, frequency, oversight) and explain how you ensure all staff operate safely within these treatment models.
- ix. Describe the program's behavior management and physical restraint models, including the clinical use of de-escalation, mediation, privileges, and restorative practices. Detail your training/oversight protocols and explain how the program has successfully decreased physical restraints or is equipped to operate as a restraint-free environment.
- x. Detail how the agency collaborates with placing authorities to assess needs, individualize treatment for complex youth, engage treatment-resistant families, and serve populations unable to access traditional settings. Within this framework, describe how you engage and empower youth from intake through discharge (including current and past parents), proactively restore placements at risk of disruption, assess readiness for lower levels of care, and plan effective discharge transitions.
- xi. Detail the agency's specific protocols to reduce runaways ("runs"), manage behavioral crises, and prevent unnecessary acute hospitalizations.
- xii. Describe how the agency manages, handles, and supports client medical needs, with a specific focus on psychiatric medication management and oversight.
- xiii. Detail the qualifications, training requirements, and supervision models for the various levels of staff who oversee the program and provide direct care services. Describe the staffing patterns, direct care ratios (for both waking and sleeping hours), and the availability of leadership and clinical staff. How does the agency recruit, retain, and promote staff from within, and what specific resources are available to support employee wellness?
- xiv. Describe the program's quality assurance procedures, specifically focusing on how you measure outcomes, make data-driven program modifications, and regularly report performance data to the Department. Describe how internal and external grievances are addressed and resolved.

2. Cost. Please answer or address the following questions or issues:

- a. Provide a model annual budget which includes the following at minimum:
 - i. Daily rate when a client is in placement to include how the PRTF Medicaid daily rate and CDHS incentive rate will be applied. If the

- vendor is proposing additional stepdown beds or aftercare services, include how primary funding and CDHS incentive rates will be applied.
- ii. Daily rate when a bed is vacant to include how the CDHS vacancy rate will be applied to sustain program operations.
 - iii. Model budgets will clearly indicate the following:
 - a. Cost basis for staffing
 - b. Cost basis for facility maintenance and operations
 - c. Cost basis for administrative overhead
 - d. Cost basis for clinical services
 - e. Cost basis for client services and care
 - iv. A sample monthly invoice to indicate how the vendor will clearly document external payment sources and payments due from CDHS.

F. Demographic Form

1. In an effort to best comply with Colorado Procurement Code rule R-24-103-901 re maximizing opportunities, we like to gather certain voluntary demographic information from potential vendors where possible. This is entirely voluntary and does not affect an organization's application/proposal/quote/bid or contract whatsoever in any way. It is not taken into consideration in this procurement process or reviewed by evaluators in this process. The information gathered is submitted directly to a data gathering team at CDHS who provide general statistics on outcomes and trends to CDHS Contracts & Procurement leadership on approximately a quarterly basis so that this leadership can look for ways to generally and overall maximize opportunities as described in the Code. Please fill out the following form regarding your organization's demographic information if and to whatever extent you are willing. This is again entirely voluntary and has no impact on your potential work for the State:

<https://app.smartsheet.com/b/form/219f6db8803b4994afb9bf70e84fa421>

G. How Proposals are Evaluated

- a) **In General.** The Department will identify the proposal(s) most advantageous to the State through an objective and competitive process. A committee will review all acceptable proposals and may request more information or clarifications from any vendor. The committee will then recommend one or more proposals for award. The Single Point of Contact will notify all vendors of the final decision.
- b) **Mandatory Criteria.** The Department may identify mandatory criteria. However, the Department reserves the right to waive mandatory requirements pursuant to Rule 24-103-301-03.
- c) **Evaluation Factors.** The Department may evaluate proposals based on the information requested or referenced in the proposal content section, or as noted throughout the solicitation.

- d) **References.** The Department may contact references, whether provided or not, and also consider them as part of the evaluation.
- e) **Standard Contracting Terms.** Vendors must submit any requested changes to the attached standard CDHS Contract/PO terms and conditions and exhibits ("State Agreement Pieces") in redline with their submission. These terms are difficult to modify and the State does not guarantee acceptance of any changes, even after a notice of intent to award. Requested modifications increase risk and cost to the State, which may negatively impact any evaluation or award. Changes also significantly delay contract execution, as approvals are required from multiple State agencies (e.g., DPA, AG, OIT, CDHS). If no exceptions are noted, the Vendor accepts the State's terms as-is. A notice of intent to award does not imply acceptance of any proposed changes.

H. Ethics and Accessibility

- a) Any person involved in the purchasing process for the State, any end users of such goods and services, any vendor or contractor that does business with the state, and any other interested third parties to the procurement process shall enhance the proficiency and stature of the purchasing process by adhering to the highest standards of ethical behavior.
- b) **Accessibility Requirements.** All work performed as a result of this solicitation must comply with all applicable provisions of §§24-85-101, et seq., C.R.S., and the Accessibility Standards for Individuals with a Disability, as established by the Office Of Information Technology pursuant to Section §24-85-103 (2.5), C.R.S. and 3) all State of Colorado technology standards related to technology accessibility and with Level AA of the most current version of the Web Content Accessibility Guidelines (WCAG), incorporated in the State of Colorado technology standards.

I. Administrative Information

- a) **Communication.** All communication regarding this solicitation must be done through the Single Point of Contact identified above. Unauthorized contact with any Department personnel other than the Single Point of Contact regarding this solicitation is prohibited and may result in disqualification.
- b) **Notices.** The Department may modify this solicitation by posting changes via the Colorado VSS website. All communications will be posted on the VSS, www.colorado.gov/vss , and/or through a direct email from the Single Point of Contact.
- c) **Modifications of Proposals.** Proposals may be modified or withdrawn by the vendor prior to the established proposal due date and time.
- d) **Public Opening.** On the date and time shown above, the Department will hold a public opening pursuant to Rule 24-103-201-13. Vendors may request an accommodation to attend the public opening from the Department.

- e) **Presentations or Site Visits.** At the Department's sole discretion, the Department may request presentations or site visits. Vendors should not, however, prepare the proposal with the assumption that an opportunity for oral presentations or revisions will be offered.
- f) **Acceptance of solicitation terms.** A proposal submitted in response to this solicitation shall constitute a binding offer and acknowledgment that all terms and conditions of this solicitation are accepted. Vendors must identify any variations between its proposal and the solicitation. Failure to do so shall be deemed a waiver of any rights to subsequently modify the terms of performance.
- g) **Contract.** Vendors must agree to the State's contract terms, found here: <https://cdhs.colorado.gov/procurement> or as an exhibit to this solicitation. Please note that any referenced or attached model contract lists the State's standard required legal provisions but may not include the specific scope of work and other specific terms or requirements for this solicitation. Vendors must review any attached contract terms and note any exceptions. If no exceptions are noted, Vendor is indicating an intent to accept the terms as-is. Modifications to the State's contract terms constitute increased risk and costs to the State. Therefore, Vendor's noted exceptions may be considered in any evaluation.
- h) **Award.** The Department will notify all vendors who submitted a proposal when it issues a Notice of Intent to Award. The awarded vendor(s) must act in good faith to execute an agreement on or before the Anticipated Contract Start Date identified above. If this date is not met, through no fault of the State, the State, at its sole discretion, may cancel the Notice of Intent to Award.
- i) **Protests.** Any actual or prospective vendor who is aggrieved in connection with the solicitation or award of a contract may protest to Lauren Ingalls (email to lauren.ingalls@state.co.us), Procurement Director, Division of Contracts and Procurement, Department of Human Services. The protest shall be submitted in writing within ten business days after such aggrieved person knows, or should have known, of the facts giving rise thereto.
- j) **CORE Registration.** Unless otherwise noted, before the Department can award to any vendor, that vendor must be registered in CORE, which can be completed through Vendor Self Service at www.colorado.gov/vss.
- k) **EFT.** Awarded vendors are encouraged to sign up for EFT transfers.
- l) **Secretary of State Registration.** Before Contract execution, the awarded vendor must be registered to do business in the State of Colorado. If a vendor is a foreign corporation (formed under a statute or common law in a jurisdiction other than Colorado) or other foreign entity transacting business in the State of Colorado, it shall warrant that it currently has obtained and shall maintain any applicable certificate of authority to transact business in the State of Colorado and has designated a registered agent in Colorado to accept service of process.

- m) **System for Award Management.** Before Contract execution, the awarded vendor(s) must be registered with the System for Award Management (SAM.gov).
- n) **Confidentiality.** The State of Colorado is subject to the requirements of §24-72-200.1, C.R.S., et seq., Colorado Open Records Act. Anything submitted by a vendor is likely to become public information. Vendors may submit, as a part of its solicitation response, a written request for classification of certain portions of the proposal as confidential information pursuant to Colorado Procurement Code R-24-101-401-03. Material for which confidentiality has been requested shall be readily identifiable and separable from other portions of the solicitation to facilitate public inspection of the non-confidential portion of the solicitation response, if it is not, the confidentiality request will not be considered. Commingling of confidential and non-confidential information is not acceptable and any confidentiality request made in this fashion will not be considered. In no event shall an entire proposal be classified as confidential. Marking an entire proposal as confidential is a confidentiality request that will not be considered. Price information will not be considered confidential. In addition to complying with the aforementioned restrictions, in order for the confidentiality request to be considered, the vendor must include the rationale for the request to classify portions as confidential, as specified in the Colorado Procurement Code R-24-101-401-03, specifying by line which section of §24-72-204, C.R.S. is the purported authority for the requested confidentiality determination ("Confidentiality Request Justification"). The confidentiality request shall also include both a proposed redacted version and an unredacted version of the submission. The Procurement Official or his or her designee shall determine if the information identified in the Offeror's request is exempt from disclosure in accordance with §24-72-204, C.R.S., and shall inform the Offeror in writing of his or her determination. If the Offeror does not agree with the determination, the Offeror may protest the determination in accordance with article 109 of the Colorado Procurement Code and the terms of this solicitation. Reference Procurement Rule R-24-101-401-03. A confidentiality request, even if granted, will not render any potential later mutually-negotiated contract terms confidential, as such a resulting contract would be a matter of public record.
- o) **Background Checks.** Pursuant to C.R.S. §27-90-111 and Department policy, any vendor, and its agent(s), who has direct contact with vulnerable persons in a state-operated facility, or who provides state-funded services that involve direct contact with vulnerable persons in the vulnerable person's home or residence, shall:
 - (1) submit to and successfully pass a criminal background check, and
 - (2) report any arrests, charges, or summonses for any disqualifying offense as specified by C.R.S. §27-90-111 to the Department.

- p) **Proposal Prices.** Estimated proposal prices are not acceptable. Best and final offers may be considered in determining the apparent successful vendor. Proposals shall be firm for a period of not less than 180 calendar days from the date of award.
- q) **Cancellation.** A solicitation may be cancelled only when there are cogent and compelling reasons to believe that the cancellation of the solicitation is in the state's best interest. An award of a contract under a solicitation may be cancelled, in whole or in part, when the procurement official determines in writing that such action is in the state's best interest.
- r) **Costs.** The Department is not liable for any cost incurred by vendors prior to any formal contract, purchase order, or other agreement. No property interest of any nature shall occur until a contract is signed by all concerned parties.
- s) **Proposal Rejection.** The Department may reject a proposal, waive informalities, and minor irregularities, or accept any portion.
- t) **Tax ID.** Any tax identification number provided must be that of the vendor responding to the solicitation. The vendor must be a legal entity with the legal right to contract.
- u) **News Releases.** Vendors may not issue any news releases pertaining to this solicitation without the Department's prior written approval.
- v) **Taxes.** The Department is exempt from all federal excise taxes under Chapter 32 of the Internal Revenue Code (Registration No. 84-730123K) and from all state and local government use taxes C.R.S. §39-26-114(a). The Colorado State and Local Sales Tax Exemption Number is 98-02565. When materials are purchased in certain political subdivisions (for example - City of Denver), the vendor may be required to pay sales tax even though the ultimate product or service is provided to the State of Colorado. This sales tax will not be reimbursed by the State.
- w) **E-Verify.** Vendors must participate in the federal E-Verify program or the Colorado Department of Labor and Employment Program as required by C.R.S. §8-17.5-101.
- x) **Services Outside of Colorado or the United States.** Vendors must disclose services performed outside of Colorado or the United States as required by C.R.S. §24-102-206.
- y) **Notice to NonResident Bidders.** If a nonresident vendor is from a state that provides a bidding preference to vendors from that state, then a comparable percentage disadvantage will be applied to the bid of that nonresident vendor pursuant to C.R.S. §24-103-908. The vendor may obtain additional information from the department of personnel's website.

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J. Exhibit List

Exhibit A - CDHS Original Contract Terms & Conditions

Exhibit B - HIPAA Business Associate Agreement

Exhibit C - HB 24-1038

K. Signature Page

The vendor must complete and submit the Signature Page along with the bid.

Vendor Name	[Insert Vendor Name]
Vendor Address	[Insert Vendor Address]
Vendor Contact Name	[Insert Vendor Contact Name]
Vendor Contact Email	[Insert Vendor Contact Email]
Vendor Contact Phone	[Insert Vendor Phone]
Does the Vendor have any perceived, potential, or apparent conflicts of interest? If so, please disclose them.	[Insert Conflicts of Interest if Applicable]
Is the Vendor a Service Disabled Veteran Owned Small Business pursuant to C.R.S. §24-103-905?	[Insert Yes or No]
Is the Vendor currently on any debarred list?	[Insert Yes or No]
Name of person authorized to submit this proposal	[Insert Name]
Signature from an authorized individual. Signatures may be physical or electronic as defined by the Uniform Electronic Transactions Act. Some examples of acceptable signatures are: DocuSign, Adobe, or scanned physical copies.	[Insert Signature]