

Kittitas County
Request for Qualified Providers

Kittitas County is required to solicit and establish a list of qualified providers who may provide employment and day services for eligible people with developmental disabilities. This notice is to solicit interested and qualified providers to provide those services.

Obtaining Qualified Provider status does not guarantee that the provider will have any clients to serve nor does it imply an obligation for Kittitas County to enter into a contract with the provider for the provision of services. Any agency which has obtained Qualified Provider status must have the ability to enter into a contract with Kittitas County and meet and comply with all terms and conditions of the contract. Providers must also be able to demonstrate that they remain in compliance with the established standards of a qualified provider for the duration of the contract.

Qualifications

Any provider wishing to provide employment and day services for people with developmental disabilities in Kittitas County must demonstrate and provide the following;

1. A demonstrated history of at least three years of successfully providing employment and day services for people with developmental disabilities in community-based settings.
2. Three references who can attest to the ability of the applicant to deliver community-based employment and day services for people with developmental disabilities. The references should include the names, telephone numbers, dates of services, and a brief description of the similar services the organization has provided them in the past.
3. Demonstrated accreditation to provide employment services by a nationally recognized accreditation service.

Responses

Responses to this request shall be mailed or hand delivered with all requested information to,
Kittitas County Board of County Commissioners
205 West 5th Avenue
Ellensburg, WA 98926-2887

The submission shall be marked as Response to Kittitas County RFQ for the provision of services for people with developmental disabilities.

Questions regarding the Request for Qualifications should be directed to,

Bruce Tabb
bruce@elmview.org
509-925-6688

KITTITAS COUNTY
Department: Developmental Disabilities

AGENDA STAFF REPORT

AGENDA DATE: October 19, 2011

ACTION REQUESTED: Review and accept for County use, the Kittitas County Request for Qualified Providers

BACKGROUND:

The contract between DSHS and Kittitas County was changed this year to include the following language,

- a. Provider / Subcontractor Solicitation: Request for Proposals "RFPs", Request for Qualifications "RFQ's" or Request for Information "RFI's" will be issued at a minimum of once every four years. Counties will establish a clear process for soliciting new providers. If a client's needs cannot be met by the current qualified providers, then the County may issue an RFQ prior to the four year cycle.

The process outlined meets the contractual requirement and may provide additional service options for people with developmental disabilities in Kittitas County. The County is not obligated to use vendors on the list, but must maintain the list as an option for people.

INTERACTION:

1. Language incorporated into DSHS/County contract
2. Process developed by Program development Committee of County MH/DD Advisory Board
3. MH/DD Board reviews and recommends RFQ process as outlined.
4. Reviewed by staff.

RECOMMENDATION: Review and accept for use

HANDLING: Review by staff, review by Auditor's office, Review by Prosecuting Attorney's office, include on agenda.

ATTACHMENTS: Kittitas County Request for Qualified Vendors

LEAD STAFF: Bruce Tabb



Mandy Robinson

From: Judy Pless
Sent: Tuesday, January 11, 2011 12:39 PM
To: Mandy Robinson
Subject: FW: JLARC Final Report on Developmental Disabilities Employment & Day Services

Mandy all I can find is the result of the JLARC report. Read page 37 under Recommendation 1 –b) This is why we are advertising. Click on the link Full report below.

Judy Pless
Budget & Finance Manager
Kittitas County Auditor's Office

From: Morrill, Diane [mailto:Morrill.Diane@leg.wa.gov] **On Behalf Of** Fanning, Ruta
Sent: Friday, October 29, 2010 12:19 PM
To: 'dreyfsn@dshs.wa.gov'; 'ejohnson@wacounties.org'; Brown, Marty
Cc: Konopaski, Keenan; Rogers, Curt; Donner, Elisabeth; Neff, Barbara; 'gueritx@dshs.wa.gov'; 'Linda Rolfe'; 'matsobk@dshs.wa.gov'; 'rgupta@wacounties.org'; 'stan.marshburn@ofm.wa.gov'; 'carole.holland@ofm.wa.gov'; 'ryan.black@ofm.wa.gov'; 'kari.burrell@ofm.wa.gov'; 'commissioners@co.columbia.wa.us'; 'mark.mcclain@co.kittitas.wa.us'; 'alan.crankovich@co.kittitas.wa.us'; 'paul.jewell@co.kittitas.wa.us'; 'judy.pless@co.kittitas.wa.us'; 'alampe@co.okanogan.wa.us'; 'amcenery@co.jefferson.wa.us'; 'apayne@pendoreille.org'; 'april.kelley@lewiscountywa.gov'; 'BarbaraLb@sanjuanico.com'; 'bnichols@spokanecounty.org'; 'brightj@co.wahkiakum.wa.us'; Bruce Tabb; 'Carrie.Huie-Pascua@co.yakima.wa.us'; 'CarrieB@gov.wa.co.benton-franklin.us'; 'cchristian@co.lincoln.wa.us'; 'commissioners@co.columbia.wa.us'; 'dimita.warren@bluemtncounseling.org'; 'dmnielsen@co.stevens.wa.us'; 'drothle@co.pierce.wa.us'; 'durelt@dshs.wa.gov'; 'ericksenc@co.cowlitz.wa.us'; 'fiedlt@dshs.wa.gov'; 'gfleming@qbhs.org'; 'ggoodwin@co.grant.wa.us'; 'goersj@co.thurston.wa.us'; 'holmes@co.wahkiakum.wa.us'; 'jlitscher@okbhc.org'; 'jlee@co.whatcom.wa.us'; 'kateb@co.adams.wa.us'; 'klickitatcountycoordinator@yahoo.com'; 'Klynch@co.pierce.wa.us'; 'koien@co.pacific.wa.us'; 'koneal@co.kitsap.wa.us'; 'lnelson@okbhc.org'; 'malindab@co.skagit.wa.us'; 'mary.strehlow@clark.wa.gov'; 'mervins@qwestoffice.net'; 'mikeet@co.island.wa.us'; 'ray.jensen@kingcounty.gov'; 'richards@co.skamania.wa.us'; 'sbrown@co.walla-walla.wa.us'; 'Stacey.Hunter@co.yakima.wa.us'; 'stuart.torgerson@co.snohomish.wa.us'; 'tcardwell@co.douglas.wa.us'; 'though@co.walla-walla.wa.us'; 'timm@co.whitman.wa.us'; 'vkalkwarf@co.grays-harbor.wa.us'; 'wburer@co.clallam.wa.us'
Subject: JLARC Final Report on Developmental Disabilities Employment & Day Services

Below is a link to the Joint Legislative Audit and Review Committee's (JLARC) final report and summary on *Developmental Disabilities Employment and Day Services* which was presented to our Committee and approved for distribution at our October 20, 2010 meeting.

Summary: [Developmental Disabilities Employment & Day Services](#)
Full Report: [Developmental Disabilities Employment & Day Services](#)

We appreciate the assistance provided by you and your staff. If you have comments or questions about the report, please contact Elisabeth Donner 360-786-5190 or donner.elisabeth@leg.wa.gov.

We will continue to stay in contact to follow up on the implementation of the JLARC recommendations in this report. To request hard copies of the report, please contact JLARC staff at 360-786-5171 or email neff.barbara@leg.wa.gov.

Ruta Fanning

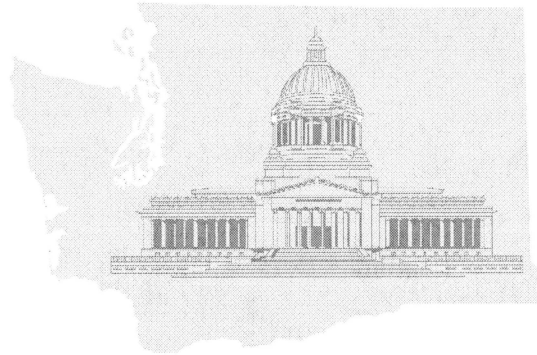
Legislative Auditor
Joint Legislative Audit and Review Committee
1300 Quince St SE
Olympia, WA 98504
Phone: 360-786-5175

fanning.ruta@leg.wa.gov

Notice: All email sent to this address will be received by the Kittitas County email system and may be subject to public disclosure under Chapter 42.56 RCW and to archiving and review.

message id: 38eb45916c6dcdbdac24bb8719d004a14

State of Washington
Joint Legislative Audit & Review Committee (JLARC)



**Developmental Disabilities
Employment and Day Services**

Report 10-8

October 20, 2010

*Upon request, this document is available in
alternative formats for persons with disabilities.*

CHAPTER SIX – RECOMMENDATIONS

Both DSHS and the counties that administer employment and day services have processes that address accountability and oversight. However, the DSHS contract with counties for employment and day services, the monitoring of county subcontracts and county employee service providers, and the data entry process for payments could be improved. Based on these findings, we have five recommendations for the Division.

Recommendations for Improving State Contracting and Monitoring

The County Program Agreement lacks clarity for monitoring counties that serve as the provider of services and for defining a qualified coordinator who performs the administrative functions for local employment and day services.

Recommendation 1

The Division of Developmental Disabilities should:

- a) **Develop a provider monitoring provision in the County Program Agreement for counties that provide employment and day services with county employees; and**
- b) **Clarify in the County Program Agreement the qualifications for a coordinator in counties where county employees provide all direct services.**

Legislation Required: None.

Fiscal Impact: Implementation of provider monitoring may involve new costs for the Division.

Implementation Date: June 30, 2011 (Prior to the Fiscal Year 2012 contract).

Recommendation to Require an Okanogan County Employee Signature for the County Program Agreement

The County Program Agreement is a contract between DSHS and a county. The Agreement for Okanogan County was signed by the CEO of a private non-profit that subcontracts with the County instead of an employee of the County.

Recommendation 2

The Division of Developmental Disabilities should obtain the signature of an appropriate employee of Okanogan County for the County Program Agreement.

Legislation Required: None.

Fiscal Impact: JLARC assumes that this can be completed within existing resources.

Implementation Date: Immediately.