



**MACOMB  
COUNTY**  
COMMUNITY MENTAL HEALTH

MCCMH Administration  
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Clinton Township, MI 48038

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November 21, 2022

Dear Prospective Bidder:

Macomb County Community Mental Health Services (MCCMHS) is inviting responses to a Request for Proposal (RFP) for Women with Children Recovery Home Services.

MCCMHS's Office of Substance Abuse (MCOSA) is seeking to add to its panel of Recovery Home providers; therefore, current providers wishing to expand do not need to respond to this RFP and may contact MCOSA for opportunities.

The Women with Children Recovery Home RFP packet can be located at [www.mccmh.net](http://www.mccmh.net), then select "Provider Resources" then "Current Partnership Opportunities". The packet includes this cover letter, the RFP, and the MCOSA Provider Profile Application.

Please be concise and succinct with your bid documents. Your submission should provide enough information to fully describe your agency and its operations.

Submissions are to be sent electronically in Word and/or PDF format. Proposals should be emailed to [mcosa@mccmh.net](mailto:mcosa@mccmh.net). If the submission is too large to send via email, please contact [mcosa@mccmh.net](mailto:mcosa@mccmh.net) in advance of the due date to make alternate arrangements (i.e, USB drive, Box, etc.). Successful submissions will receive an email reply within two (2) business days. It is the applicant's responsibility to ensure that their RFP submission was successfully submitted/received by MCOSA by the due date of Tuesday, January 3, 2023, at 12:00 pm.

Submissions should include responses to the information outlined in Section V "Content of Proposal", providing a response for items A – N. The MCOSA Provider Profile Application can be found at [www.mccmh.net/current-partnership-opportunities](http://www.mccmh.net/current-partnership-opportunities) under the Women with Children Recovery Home Services section.

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

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

A voluntary virtual informational bidder's meeting will be held on Wednesday, December 7, 2022, at 11:00AM. The meeting link is: [https://teams.microsoft.com/join/19%3ameeting\\_Yjk4NzE0ZTEtYjYyMi00MDAwLWE1MjYtZWwiNTgzMTBhNTA3%40thread.v2/0?context=%7b%22id%22%3a%22dc46e5-366b-45ce-b93a-1feaba9be97b%22%2c%22oid%22%3a%22b48d4e21-be80-42f0-94b3-d96f6b2e5e2b%22%7d](https://teams.microsoft.com/join/19%3ameeting_Yjk4NzE0ZTEtYjYyMi00MDAwLWE1MjYtZWwiNTgzMTBhNTA3%40thread.v2/0?context=%7b%22id%22%3a%22dc46e5-366b-45ce-b93a-1feaba9be97b%22%2c%22oid%22%3a%22b48d4e21-be80-42f0-94b3-d96f6b2e5e2b%22%7d)

If you have any questions, please contact MCOSA via email at [mcosa@mccmh.net](mailto:mcosa@mccmh.net).

Sincerely,

Helen Klingert, MS, LLP, CAADC  
Director of Substance Use Services

David Pankotai  
Chief Executive Officer

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