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**MISSOURI CIRCUIT COURT
TWENTY-SECOND JUDICIAL CIRCUIT
TREATMENT COURT**
1114 MARKET ST. ROOM 526
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June 10, 2026

TO: Potential Bidders for Services

From: Jalonda M. Auberry-Nelson, Administrator
St. Louis Treatment Court
1114 Market Street, Room 526
St. Louis, MO 63101

Dear Potential Bidder,

The enclosed material which contains the proposal specifications, bid sheet, and attachments for a bid proposal opportunity to provide **alcohol and drug treatment services** for the St. Louis Treatment Court is provided to you in your response to your expressed written or verbal request for information with regard to this matter, or previous participation in competitive bids from this office.

Please be advised that any questions must be communicated in written form before 4:00 pm on Thursday, **June 25, 2026**, and the answers to all timely submitted questions will be supplied to all potential vendors who expressly request information about this RFP in accordance with details of the RFP.

Bids must be submitted in writing according to the details of the RFP and received no later than 12:00 pm Thursday, **July 02, 2026**, to:

Jalonda Auberry-Nelson, Treatment Court Administrator
St. Louis Treatment Court
1114 Market Street, Room 526
St. Louis, MO 63101

The public opening of all bid proposals received by the deadline, will occur at 11:00am, in the conference room adjacent to the Treatment Court Lobby, Room 518, Carnahan Courts Building, on Monday, **July 06, 2026**.

**REQUEST FOR PROPOSAL FOR THE PROFESSIONAL SERVICES OF
SUBSTANCE ABUSE TREATMENT COUNSELOR(S) FOR THE ST. LOUIS
TREATMENT COURT RFP-FY27-01**

Beginning July 1, 2026

The State of Missouri, Twenty-Second Judicial Circuit, St. Louis Treatment Court seek proposals to provide **Alcohol and Drug Treatment Services** for participants of the St. Louis Treatment Court with risk need quadrant scores ranging from 1 through 4 appearing on a variety of dockets within the Treatment Court program.

To provide consistent primary and sustainable therapy for treatment court participants which ensure evidence-based treatment based on the individual needs and risk/need RANT score without reliance on the availability of public funds, the St. Louis Treatment Court may, in its discretion, elect to contract with qualified service providers for full-time or part-time counselor services dedicated to work only with treatment court participants.

The St. Louis Treatment Court reserves the right to secure identical and/or similar services from multiple treatment providers to meet the service needs of the treatment court program. The resulting contracts shall not be construed as exclusive agreements. Qualified treatment providers will receive direct payments authorized by the Court in accordance with the terms of this agreement. This RFP does not prohibit two or more providers from submitting a joint response.

A. INTRODUCTION

The St. Louis Treatment Court is located at 1114 Market Street in downtown St. Louis, Missouri. There are approximately 150 active treatment court participants.

The St. Louis Treatment Court is designed to last between fifteen (15) and eighteen (18) months or more in duration, and consists of male and female participants, from young adults to senior citizens from a culturally-diverse cross-section of the St. Louis community.

The St. Louis Treatment Court conducts dockets based on risk/need factor or participants including special needs of co-occurring disorders, and severe mental illness. The St. Louis Treatment Court conducts dockets five (5) days per week, and often two (2) times per day.

The St. Louis Treatment Court anticipates the opportunity for one (1) addiction counselor to conduct sessions at the Carnahan Courts Building in downtown St. Louis,

Missouri. The Court will provide office space, office furniture, desk top computer with printer and office supplies. All other overhead expenses will be the responsibility of the bidder. The St. Louis Treatment Court reserves the right to use this RFP and the response thereto to maintain a list of qualified providers in the event the need for counseling services increases during the fiscal year.

The counselor would provide a continuum of care for participants from the end of orientation to termination or graduation from the program. The duties of this addiction counselor will include, but are not limited to:

- Administer evidence-based therapy, including but not limited to, Moral Recognition Therapy, Motivational Interviewing, Living in Balance, Trauma Therapy, Sustainable Recovery Sessions, and when applicable, refer to public-funded Medication Assisted Treatment Therapy to RANT 1 and RANT 2 participants, or any other evidence based, best practice therapeutic programs determined by the Treatment Court Executive Team;
- Provide a continuum of care from intensive out-patient therapy to participants as consistent with the individual patient's treatment plan based on ASAM criteria;
- Conduct a minimum of twelve (12) hours or more of evidence-based group therapy sessions per week, according to the schedule ASSIGNED BY THE Administrator or Coordinator, to include day and evening groups, to accommodate the work schedule of participants, plus additional time for one-on-one counseling sessions as needed for relapse prevention and programmatic compliance. The number of groups may increase on an as-needed basis as determined by the Treatment Court Executive Team to accommodate the caseload and full-time dedicated service to participants under this AGREEMENT;
- Adhere to the requirements and fidelity of manualized evidence-based treatment models including group size, group session length of time, adherence to the suggested period of time for individual participation and progression for successful completion;
- Maintain separation of RANT quadrant groups for treatment as required by the COURT;
- Facilitate or co-facilitate additional groups at the request of the Administrator or Coordinator, including, but not limited to, HEAT and IMR sessions to advance program progress for participants;
- Provide accurate information for data entry and evaluation in Show me Courts;
- Provide and record accurate information into ACCM, the local court database, or other court approved case management system to include but not limited to the following:
 1. Group composition by participant names, type of treatment modality, and topic one (1) or more weeks in advance of the scheduled date.

2. Group attendance on a daily basis.
 3. Update client personal information.
 4. Record details of treatment including medications.
 5. Compose timely progress notes for staffing.
 6. Construct electronic treatment plans using ASAM criteria.
 7. Upload Relapse Prevention Plans and Sustainable Recovery Plans into document library.
- Provide a continuum of care for participants from the end of Orientation to termination or graduation from the program, consistent with the clients' ASAM based treatment plan;
 - Provide screening of potential participants to determine program eligibility of needed, upon request, of the Coordinator or Administrator;
 - Facilitate orientation groups or recruitment projects or tasks if needed, upon request of the Coordinator or Administrator;
 - Intake, screen, and assess participants to identify service needs, treatment history, mental health status, social history, physical health status, and addiction severity;
 - Develop written treatment plans with the clients' participation within fourteen (14) days from the assignment to the counselor;
 - Facilitate individual and group counseling sessions on a schedule that is approved by the Administrator or Coordinator, with changes to the schedule approved by the Administrator or Coordinator;
 - Facilitate group therapy sessions and/or individualized counseling sessions at COURT location at 1114 Market Street, St. Louis, MO, if needed, upon request of the Coordinator or Administrator;
 - Maintain confidential and accurate records and reports of services and clients' progress and attendance;
 - Submit electronic treatment progress notes and attendance using ACCM or other court approved electronic database designed for the COURT;
 - Review and discuss Relapse Prevention Plans and Sustainable Recovery Plans with Treatment Court participants in accordance with the St. Louis Treatment Court Policy and Procedure and any other report requested by the COURT;
 - Attend treatment court staffing and court, and treatment court meetings and functions, as directed by the Administrator or Coordinator;
 - Participate in educational sessions related to the treatment court program as directed by the Administrator or Coordinator;

- Perform other assignments at the request of the COURT or Administrator.

Qualifications:

- Hold one (1) or more current credentials for alcohol and drug counselor through the Missouri Credentialing Board; and
- Possess, at a minimum, a Bachelor's degree with five (5) years of experience working with Treatment Courts, treatment courts or substance abuse counseling within the criminal justice system; OR
- Possess a Master's degree with experience in substance abuse counseling.

The St. Louis Treatment Court reserves the right to give final approval regarding the person chosen to fill this position.

B. CONTRACTUAL ISSUES

The term of the contract will be for 12 months, or from July 1, 2026 to June 30, 2027, with an option to renew for three (3) additional one (1) year terms effective on July 1st and terminating on June 30th, if the St. Louis Treatment Court determines the contract is in the best interest of the 22nd Judicial Circuit.

The terms of the contract(s) will include the ability of parties to reduce or increase the "Scope of Services" with written "Supplemental Amendment" approved by both parties to the contract.

The terms of the contract(s) will include the ability of the Court to terminate the contract with or without cause and without penalty, recourse or damages upon thirty (30) day notice to the contractual provider.

The terms of the contract(s) will include the provision that the bidder shall be responsible for any and all injury and damage as result of their negligence involving any equipment or service provided under the terms, conditions, requirements and specifications of this RFP. In addition to the liability imposed upon the contractual provider on account of personal injury, bodily injury, including death, or property damage suffered as a result of the bidder's negligence, the bidder assumes the obligation to save and hold harmless the 22nd Judicial Circuit, St. Louis Treatment Court employees and assigns, from any negligent act or omission by any subcontractor or other person employed by or under the supervision of the bidder to this RFP.

The terms of the contract(s) will include the provision of direct services of substance misuse therapy during the twelve (12) months, not to exceed, the provision of 2,032 hours (for 1 FTE) or 1,016 hours (for .05 FTE) of logged direct service hours per counselor payable at an hourly rate of \$32.20 for each certified service hour performed as reflected in the weekly log. A weekly time log developed by the Court (see

Attachment B), shall be provided to and completed by the Contractor outlining the actual amount of time dedicated to the performance of contractual duties each week detailing client meetings, group sessions, staffing and other duties undertaken by the Treatment Counselor at the direction of the Court. Personal time off; vacations; sick days; meal time; travel time; lectures or educational presentations outside the St. Louis Treatment Court; offsite agency supervision time, employee meetings and functions; and idle time will not be billable hours under the contract. In the event of vacation, personal time off or absence for illness the bidder will provide substitute personnel to perform tasks assigned under this RFP. Contractual service providers are required to follow the personnel rules of the Contractor as it relates to daily operations, holiday schedules, lunch hours, sick leave and personal time off; however, the bidder is required to review and agree to the general guidelines of the Court related to contractual service providers as part of this RFP (see Attachment E).

The terms of the contract will include the provision that bidder(s), and their representatives, are independent contractor(s) and not an employee of the 22nd Judicial Circuit or the City of St. Louis, Missouri. The terms of the contract(s) will include the provision that the bidder(s) shall assume all legal and financial responsibility for taxes, FICA, fringe benefits, workers compensation, employee insurance, minimum wage requirements, overtime and agrees to save and hold harmless the 22nd Judicial Circuit and the City of St. Louis, Missouri, its officers, agents and employees from and against any and all loss; cost, including attorney fees, and damage of any kind related to employment matters.

The terms of the contract(s) will require contractual service providers meet the minimum qualifications in Section A. including the maintenance of current Alcohol and Drug Counselor certification during the term of the contract.

The terms of the contract(s) will include the provision that the Treatment Counselor(s) will attend treatment court trainings and events. Counselors will participate in treatment court projects and facilitate groups at the request of the Court to advance program progress for participants.

The terms of contract renewal shall be contingent upon annual appropriations of sufficient funds for and by the Court for the purposes of treatment services.

C. BIDDER QUALIFICATIONS

Bidder must be licensed to do business within the City of St. Louis, Missouri, and current on payment of all taxes due. Bidder must carry general liability insurance in the sum of \$1,000,000.00 and worker's compensation coverage equal to or in excess of Missouri statutory requirements. Bidder must carry general comprehensive automobile and professional liability for errors or omission in the sum of \$1,000,000.00. These

licenses, taxes and insurance requirements must be adhered to throughout the duration of the contract period.

Bidder must be following state law and provide to the Court a sworn affidavit and provision of documentation that the Bidder is enrolled and participates in a federal work authorization program and does not knowingly employ any person who is an authorized alien (see Attachment A).

Bidder must be in compliance with the following:

- Presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under the RFP;
- In the performance of the RFP no person having such interest shall be employed by the Bidder;
- In the performance of the RFP, neither the Bidder nor any of its agents or employees, are or shall become an employee of the State of Missouri, a member of the General Assembly, or a statewide elected official.

The bidder must be a current certified Alcohol and Drug Counselor and/or Mental Health Treatment program provider, certified by the Missouri Department of Mental Health, and remain on the certified program provider list of the Missouri Department of Mental Health for the duration of the contract. Bidder must be following applicable federal and state laws and regulations concerning substance misuse and treatment services.

The bidder must be a current treatment service provider listed by the Office of State Courts Administrator or be willing to become a listed service provider and remain on that substance treatment provider list of the Office of State Courts Administrator for the duration of the contract. Bidder must be willing to complete documentation for payment required by Office of State Court Administrator (see Attachment C).

The bidder selected as the result of this RFP shall be responsible for all program costs including personnel; travel; capital items; subcontracts; transportation; parking and business cell phones, if any, and indirect costs expended by their agency except as set out in detail in the RFP Counselors embedded in the Carnahan Courts Building will be provided, at the expense of the Court, access to office supplies and equipment, a work space and therapy manuals required by the Court. Office telephones or cell phones are not considered office equipment provided by the Court.

Although the price on the bid is an important variable, the St. Louis Treatment Court reserve the right to select a vendor based on quality of service who may not be the lowest bidder.

The bidder(s) must be willing to abide by all provisions of the Treatment Court policies set out in detail in an attachment to this RFP and made a part hereof including Drug Court Policy -001 Relating to the Termination of St. Louis Treatment Court Participants from Treatment; Drug Court Policy -002 Relating to Court Orders from the Drug Court Commissioner; Drug Court Policy - 003 Relating to Referring Drug Court Participants to Treatment; and the Medication Assisted Treatment Policy (see Attachment D).

The bidder(s) response to the RFP shall include a statement about the background and experiences of the company in the delivery of evidence-based treatment practices of Motivational Interviewing, Matrix Model Substance Abuse Therapy, Cognitive Behavioral Therapy including Moral Reconciliation Therapy, Medication Assisted Treatment, Illness Management Recovery and the company commitment of fidelity to incorporate these evidence-based methods in the performance of the duties of the RFP.

D. BIDDER INSTRUCTIONS

The St. Louis Treatment Court reserve the right to reject each or all bids submitted or elect not to issue a contract in response to this RFP. To submit a proposal, the vendor should include four (4) additional copies and an original proposal. Bids must include a cover letter on business letterhead and contain the Federal Identification Number of the vendor, an executed Unauthorized Alien Affidavit form and Bidder Response Form. Bids may not be submitted by fax or e-mail. Bids must be submitted in writing according to the RFP and received no later than **12:00 pm Thursday, July 02, 2026**, to:

Jalonda Auberry-Nelson, Treatment Court Administrator
St. Louis Treatment Court
1114 Market Street, Room 526
St. Louis, MO 63101

Sealed bid envelopes must be clearly marked as **"Proposal for Services of Treatment Counselor RFP-FY27-01."** The public opening of all bid proposals received by the deadline will occur at 11:00 a.m. in the conference room adjacent to the Treatment Court Lobby, Room 518, Carnahan Courts Building, 1114 Market Street, St. Louis, Missouri, on Monday, **July 06, 2026**. Proposals received after the due date and time stated above, proposals received in a manner not in compliance with the RFP, or not delivered to the designated point, will be automatically disqualified and rejected, and will not be opened.

Questions pertaining to this announcement should be submitted in writing and faxed to 314-552-7667 on business letterhead and contain the Federal Identification Number of the vendor. Vendor are specifically instructed not to use e-mail communication for questions or proposal submission. Questions should be submitted no later than

Thursday, **June 25, 2026** at 4 p.m.; any question received after this date and time, or not on business letterhead with Federal Identification Number of vendors, will not be answered. Vendors and their agents must direct all their questions to the Treatment Court Administrator and may not contact any other employees regarding these matters during the solicitation or selection process. Answers in response to all timely submitted questions will be supplied to all potential bidders who request the answers in writing by letter of intent, composed on business letterhead with Federal Identification Number or vendor, which clearly states the contact name and information plus the fax number of the proposed vendor.

The bidder(s) is advised that under the provisions of this Request for Proposal, the St. Louis Treatment Court reserves the right to conduct negotiations of the proposals received or to award a contract without negotiations. If such negotiations are conducted the following conditions will apply: 1) negotiations may be conducted in person, in writing, or by telephone; 2) negotiations may be conducted with potentially acceptable proposals and the St. Louis Treatment Court reserves the right to limit negotiations to those vendors; 3) all vendors involved in the negotiation process will be invited to submit a best and final offer; 4) terms, conditions, prices, methodology, or other features of the vendor's proposal may be subject to negotiation and subsequent revision.

All specifications and requirements herein constitute minimum requirements, unless otherwise specifically stated in the RFP. All proposals must meet or exceed the stated specifications and requirements. The St. Louis Treatment Courts reserve the right to officially amend or cancel an RFP after issuance.

The Twenty-Second Judicial Circuit, St. Louis Treatment Court hereby notifies all bidders that minority business enterprises will be afforded full opportunity to submit bids in response to this request for bids and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award. Bids will not be accepted from any bidder that has failed to perform faithfully any previous contract with the Court.

This solicitation is not to be construed or interpreted as a contract or a commitment of any kind by the Court; nor does it commit the Court to pay for any costs incurred by a bidder in the submission of a bid, evaluation the possibility of submitting a bid, or for any cost incurred prior to the Court's issuance and full execution of a formal written contract to the successful bidder(s).

ATTACHMENT A

State of Missouri)
City of St. Louis)

AFFIDAVIT

Before me, the undersigned Notary Public, personally appears _____
who, by me being duly sworn, deposed as follows:

My name is _____, I am of sound mind, capable of
making this Affidavit, and personally acquainted with the facts herein stated:

I am an officer in _____. I have the
legal authority to make the following assertions:

1. _____ is currently enrolled in and actively
participates in a federal work authorization program with respect to the
employees working in connection with this contract, as required pursuant to
Sections 285.525 through 285.555 of the Revised Statutes of Missouri 2000, as
amended.
2. Pursuant to Sections 285.525 through 285.555 of the Revised Statutes of
Missouri 2000, as amended does not knowingly employ any person who is an
unauthorized alien in connection with this contract.

Officer

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official
seal this _____ day of _____, 20_____.

Notary Public

My Commission Expires:

ATTACHMENT B

State of _____)

)SS.

County of _____)

AFFIDAVIT OF COMPLIANCE WITH ANTI-DISCRIMINATION AGAINST ISRAEL ACT
(Contracts in excess of \$100,000.00/Companies with 10 employees or more)

Before me, the undersigned Notary Public, personally appeared

_____ (**Name**), who, by me being duly sworn, deposed as

follows:

My name is _____ (**Name**). I am of sound mind, capable of making this Affidavit, and personally acquainted with the facts herein stated:

I am the _____ (**Position/Title**) of
_____ (Company/Entity).

I have the legal authority to make the following assertion and certification and do hereby certify that:

Pursuant to RSMO. Section 34.600, _____
(Company/Entity) is not currently engaged in and shall not, for the duration of the contract, engage in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the state of Israel; or persons or entities doing business in the state of Israel.

Affiant

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal this _____ day of _____, 20____.

Notary Public

My commission expires:

ATTACHMENT C

OSCA Monthly Medical Benefit Report Treatment Court Program Fiscal 2027

Vendor : _____ Service

Period: _____

Judicial Circuit/County: _____

Category	Number of Participants Served	Total Billed
CSTAR (Medicaid)		
PR+/CSTAR (Non-Medicaid)		
SROP		
ATR III		
Federal Grants		
Private Insurance		
Other (Specify)		
	Total billed to other funding sources	

I certify that the information above is accurate.

Vendor Signature

Title

Date

Treatment Court Coordinator/Administrator Signature

Date

Attachment D

TREATMENT PROVIDER TREATMENT COURT POLICIES

Treatment Court Policy-001 Termination of Treatment Court Participants from Treatment

Treatment Court and their associated treatment program partners are successful because of the cooperative effort and close business relationship. The combination of the leverage of the criminal justice system with science-based treatment results in increased numbers of Treatment Court graduations and successful treatment completions. The policy below attempts to maximize this relationship to the ultimate benefit of the participant.

Except in cases listed below, no Treatment Court participant should be dismissed from a community treatment provider program due to rule infraction or lack of participation. There are times and events when immediate action must be taken. Under the circumstances listed below, a participant may be removed from a provider's program, at the clinical manager's discretion, without completion of listed protocol. However, as soon as the situation is stable, the community treatment provider must contact the Treatment Court Administrator/Coordinator to inform them of the dismissal and court staff will immediately contact the Treatment Court Commissioner and Probation Officer.

- A. Participant harms, or seriously threatens harm, to self or others.
- B. Participant brings drugs onto the premises of the program.
- C. Participant breaks a law while engaged in the treatment program.
- D. Participant requires immediate transfer for medical or psychiatric reasons.
- E. Participant smokes in a prohibited area of the treatment facility and program policy require dismissal for the smoking rule infraction.

When other serious problems arise relating to program infractions or lack of participation which require assistance by the Court to move the participant into compliance, the following options apply:

1. Identify the problem to the participant and document in the participant's file. Provide information regarding the problem with the participant through counselor's weekly progress reports to Probation Officer along with a recommendation for the Treatment Court Commissioner to address with participant at the next scheduled court status hearing.
2. Contact the participant's Probation Officer, request a salient meeting to discuss the problem, develop behavior contract, if necessary, and provide information to the Treatment Court team and a recommendation to the Treatment Court Commissioner.
3. Contact the Treatment Court Administrator, to request the participant be placed on the next available docket to enable the Treatment Court team and Treatment Court Commissioner to immediately deal with the problem and consider recommendations of the treatment provider.

Treatment Court Policy-002 Court Orders from the Treatment Court Commissioner

Court orders, including “no supervised passes” cannot be overridden by anyone, including representatives of the Court, other than the Commissioner, until and unless a new order is promulgated by the Treatment Court Commissioner or a Judge of the 22nd Judicial Circuit. If a particular order creates a problem for a treatment provider, the program should contact the Treatment Court Administrator so the matter can be brought before the Treatment Court Commissioner. Following discussions, the court will inform the treatment provider about alternative orders or instructions, if any, issued by the Court.

If a treatment provider takes a participant to an appointment when there is a “no unsupervised passes” order in place, treatment personnel must continue to supervise the participant and, if necessary, the medical/psychiatric secondary program must be made aware of the existing court order. If this court order creates an undue hardship or other problem, the provider should contact the Treatment Court Administrator who will communicate the issue with the Treatment Court Commissioner.

A medical emergency is an exception to the requirements mentioned above regarding staff supervision. If a medical emergency occurs, treatment program personnel should call 314-622-4924 to leave a message about the status of the participant.

If a Treatment Court participant threatens to leave or is in the process of leaving a treatment program without authorization from the Court when a court order is in place, the treatment provider should inform the participant:

- they are not authorized to leave treatment,
- the Court will be immediately informed and
- the probability a warrant for their arrest will be issued.

Treatment Court Policy-003 Relating to Referring Treatment Court Participants to Treatment

1. The St. Louis Treatment Court shall ensure that proper releases of information are in place with any and all treatment programs to which referrals are made enabling the court and the treatment program to freely communicate regarding details of the progress, or lack thereof, of participants in the treatment program.
2. The Treatment Court Administrator/Coordinator shall ensure the availability of treatment capacity prior to referring participants to a treatment program.
3. The Treatment Court Administrator/Coordinator shall provide the treatment program the court order and a copy of the identification card within two (2) hours after participant signs the order.

4. The Treatment Court Administrator/Coordinator shall provide background information to the treatment program to include, but not limited to: psychiatric/psychological evaluations, prior treatment history, relevant medical information, and other information that may be of help to the treatment program to work with the participant. The Treatment Court Administrator will communicate with the Probation Officer to acquire relevant information to forward to the treatment program.
5. The Treatment Court Administrator/Coordinator shall confirm that the participant has entered residential treatment on the assigned date and time. If the participant fails to enter residential treatment at the assigned date and time, the Treatment Court Commissioner shall be informed immediately in order to issue a capias warrant.
6. Members of community treatment providers shall provide regular updates regarding the progress of participants regarding the following items: 1) attendance, 2) participation, 3) stages of change, 4) progress in treatment plan goals and relapse prevention plan goals, and 5) recommendation of special issues for the Court. Progress reports shall be submitted electronically to Probation Officers for submission to the Court prior to court appearance for every participant.
7. The Probation Officer shall provide residential treatment and outpatient programs information regarding positive drug tests, change of treatment program ordered by the Court, and orders of jail within two (2) business days or sooner in order that treatment programs are updated on the status of their clients. If a participant is not returning to a residential treatment facility after a court appearance, the Treatment Court shall advise the treatment facility immediately to release the bed in a timely manner.

Medication Assisted Treatment (MAT) Policy

The St. Louis Treatment Courts accept participants who, with professional medical advice, voluntarily elect Medication Assisted Treatment (MAT) as part of their treatment protocol provided the therapy is available through state or federal public funding, Medicaid, private insurance or private pay.

The use of medication prescribed for addictive disorders have various levels of abuse potential ranging from nonexistent risk (e.g. naltrexone) to high risk of abuse (e.g. methadone) which creates a recovery issue that requires Court oversight. The St. Louis Treatment Courts do not provide direct medical treatment; however, the Court expects Treatment Court participants who select MAT as part of their recovery protocol to adhere to the following treatment philosophy or be subject to discharge:

1. Select a court approved credentialed addiction specialist medical professional recognized by the American Society of Addiction Medicine, American Board of Addiction Medicine or the Substance Abuse and Mental Health Services Administration or physician with advanced knowledge of recovery issues.

2. Use effective medications with the lowest risk of abuse for the treatment of addiction disorders or co-occurring disorders.
3. Discontinue medications that are abused or diverted after the participant and/or Treatment Court team have made reasonable efforts to increase compliance.
4. Demonstrate treatment engagement and program compliance to achieve the goals of sustainable recovery.

The St. Louis Treatment Courts will support participants in the development of a Sustainable Recovery Plan (SRP) to prevent relapse and promote long-term recovery following program completion. The SRP focuses on long-term treatment plans and skillful transition plans that extend beyond Treatment Court completion. In addition to other graduation requirements, Treatment Court participants who receive or have received MAT services are expected to meet the following Sustainable Recovery goals prior to program completion:

1. Sustained abstinence from all non-prescription psychoactive substances;
2. Low and infrequent drug cravings/thoughts;
3. Medication compliance with anti-craving medications and/or medications for co-occurring disorders, if applicable;
4. Engagement in a sober social support and accountability network; and
5. Demonstrable ability to identify the need and ability to re-engage MAT services with an approved community-based addiction specialist or treatment program prior to relapse. Treatment Court participants who elect to continue MAT services, in the event the MAT abstinence trial proved ineffectual or was contra-indicated by the medical protocol, must exhibit SRP plans for ongoing pharmacotherapy and treatment plans for relapse prevention prior to graduation.

Participants receiving MAT services must authorize communication between the Court and all medical professionals writing prescriptions for that client to guard against the issue of unnecessary drug seeking behavior.

Attachment E

General Guidelines in Addition to Contractual Provisions for Service Providers

1. Contracts for professional direct services paid by the number of certified service hours performed each week the hour, the service provider must prepare and maintain a log of service hours each day. The Court should never be billed for idle time, meal time, personal time off, vacations, sick time, agency supervision time or agency functions, and personal tasks that do not benefit the treatment court participant.
2. Contractual service providers should never work more than 40 hours per week.
3. Contractual service providers must be available to conduct evening sessions if requested by the Court.
4. Contractual service providers are required to abide by policy and directives of their agency and cooperate with the Court to implement and adhere to these stated guidelines.
5. Contractual service providers should work a maximum of 8 hours per day, unless an adjusted schedule is approved in writing by the agency, Treatment Court Administrator and the Treatment Court Treatment Director to accommodate evening treatment group sessions.
6. Contractual service providers should be available to work Monday – Friday on an approved flexible schedule to ensure treatment services are available until 5 p.m. Friday.
7. Flexible standard work hours may be maintained by contractual service providers between 8:30 a.m. and 7:30 p.m. Monday-Friday on a schedule reviewed by the agency and approved in writing by the Treatment Court Administrator and the Treatment Court Treatment Director.
8. Contractual service providers must take a minimum of 30-minute lunch break each day unless their agency has a policy that requires a longer lunch break. Contractual service providers should make personal, non-business-related calls or run errands during their lunch break time.
9. Contractual service providers must be available to cover groups or treatment tasks in the event of absence or need at the direction of the Treatment Court Administrator or Treatment Court Treatment Director.
10. To avoid undue costs of treatment and to analyze cases based on the ASAM criteria, all arrangements for community-based treatment services outside the treatment court must be supported by a current treatment plan and reviewed by the Treatment Director before those services are engaged. This includes, but not limited to, detox and residential services, day treatment, MAT services, psych evaluations and other alternative therapy. Arrangement requested by the Court must be reviewed by the Treatment Director to conserve resources and ensure the most client centered approach is taken to support successful therapeutic gain.
11. Contractual service providers are required to maintain fidelity to the manualized therapy selected by the Court including the adherence to time frame of sessions, presentation of sessions, and weekly contact recommended by the evidence-based modality. Advance permission must be obtained from the Treatment Director before any group session can stray from the content or presentation of the evidence-based treatment modality. Examples include, but not limited to, the invitation of outside speakers, commingling

groups to attend a presentation from outside sources, or moving the group to an off premises location.

12. Contractual service providers must be prepared and in group room 10 minutes before group sessions begin. Groups must start on time. Participants who arrive 10 minutes after the scheduled start time is recorded as a “missed session” and must be recorded in the case management system. Late participants may remain in the group if they are not disruptive to the class and the counselor should inform the Judge/Commissioner if the person was allowed to stay.
13. Contractual service providers must not release groups sessions early, unilaterally excuse group sessions or make substitute arrangements without the approval of the Treatment Court Treatment Director or Treatment Court Administrator.
14. Contractual service providers shall use the electronic case management system to record:
 - Weekly progress notes
 - Initial treatment plans and treatment plan updates
 - Record attendance for group and individual sessions
 - Record the dates, time, participants and topic of each group session
 - Record updated participant information including bio-social data, medications, medical appointments and other data included in the case management system

BIDDER RESPONSE SHEET

Alcohol and Drug Treatment Services RFP-FY27-01

Name of Bidder: _____

Address of Bidder: _____

Bidder's FID #: _____

Location of Bidder's Services: _____

This bid is submitted for Alcohol and Drug Treatment Services for Participants of the St. Louis Treatment Court

a. Bid for services delivered at the Carnahan Courts Building: ☐ Yes ☐ No

b. Bid for services delivered at Contractor facility: ☐ Yes ☐ No

c. Bid for services delivered at both a. and b., if required: ☐ Yes ☐ No

Attach additional sheets to the Bidder Response Form if more space is required.

1. Bidder is willing to submit a proposed price of \$32.20 per hour for full time availability of substance abuse treatment counselor to work with participants of the St. Louis Treatment Court with RANT scores from 1 to 3.

☐ Yes ☐ No

2. Bidder is willing to submit a proposed price of \$32.20 per hour for part time availability of substance abuse treatment counselor to work with participants of the St. Louis Treatment court with RANT scores from 1 to 3.

☐ Yes ☐ No

3. Bidder is in compliance with the laws regarding conducting business in the State of Missouri. Bidder certifies by signing this response sheet that bidder and proposed sub-contractor, if any, are presently in compliance to conduct business in the State of Missouri including, but not limited to:

- Registration of business name, if applicable;

- Certificate of authority to transact business/certificate in good standing, if applicable;
- Payment of local, state and federal taxes;
- State and local licenses and permits;
- Insurance for Worker's Compensation, Unemployment Compensation

Bidder will remain in business compliance throughout the duration of this agreement and will provide proof of documentation of the above listed to the 22nd Judicial Circuit, St. Louis Treatment Court, upon request.

☐ Yes ☐ No

4. Bidder is in compliance with the state laws relating to unauthorized alien employees. Bidder will attach a sworn affidavit that the bidder is enrolled and participates in a federal work authorization program and does not employ any person who is an unauthorized alien.

☐ Yes ☐ No

5. Bidder is in compliance with the following statements:

- Presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under the RFP;
- In the performance of the RFP no person having such interest shall be employed by the Bidder;
- In the performance of the RFP, neither the Bidder nor any of its agents or employees, are or shall become an employee of the State of Missouri, a member of the General Assembly, or a statewide elected official.

☐ Yes ☐ No

6. Bidder is a current certified substance abuse treatment program certified by the Missouri Department of Mental Health, Division of Alcohol and Drug Abuse. Bidder will remain a certified treatment court program provider with the Missouri Department of Mental Health, Division of Alcohol and Drug Abuse throughout the duration of this agreement and will provide proof of certification to the 22nd Judicial Circuit, St. Louis Treatment Court, upon request.

☐ Yes ☐ No

7. Bidder is a current provider listed by the Office of State Court Administrator of the Qualified Vendor List to provide alcohol and drug testing for treatment courts.

☐ Yes ☐ No

If no, the bidder is willing to become an approved provider by Office of State Court Administrator on the Qualified Vendor List to provide alcohol and drug testing for treatment courts prior to the contract award related to this RFP.

☐ Yes ☐ No

6. Bidder has current or past experience working with treatment courts or similar work set out in the RFP.

☐ Yes ☐ No

If yes, provide a brief description of the nature of bidder's business and the previous experience working with treatment courts or substance abuse therapy.

7. Bidder agrees to the contract terms set out in RFP-FY27-01. Bidder has reviewed the contract terms set out in detail in the RFP and agrees to include these provisions in the contract.

☐ Yes ☐ No

8. Bidder has the current ability to provide the following evidence-based therapy through trained, experienced staff and commit to the implementation of the following treatment modalities with adherence to the fidelity of the treatment modalities by staff:

Motivational Interviewing	<input type="radio"/> Yes	<input type="radio"/> No
Matrix Model Therapy	<input type="radio"/> Yes	<input type="radio"/> No
Moral Reconation Therapy	<input type="radio"/> Yes	<input type="radio"/> No
H.E.A.T.	<input type="radio"/> Yes	<input type="radio"/> No
Relapse Prevention Therapy	<input type="radio"/> Yes	<input type="radio"/> No
Illness Management Recovery	<input type="radio"/> Yes	<input type="radio"/> No
Treatment Court Orientation	<input type="radio"/> Yes	<input type="radio"/> No
Treatment Court Recruitment	<input type="radio"/> Yes	<input type="radio"/> No
RANT Assessment	<input type="radio"/> Yes	<input type="radio"/> No

9. Bidder has access to public funded Medication Assisted Treatment which will be available to St. Louis Treatment Court participants who qualify for the services without additional costs to the St. Louis Treatment Court. Bidder is willing to work with the St. Louis Treatment Court and the Missouri Department of Mental Health to provide MAT services and complete all reports and forms required for DMH evaluation projects.

☐ Yes ☐ No

10. Bidder is willing to complete the monthly time log required by the Court as set out in Attachment B.

☐ Yes ☐ No

11. Bidder will abide by Treatment Court Policies and Guidelines set out In Attachments D and E.

☐ Yes ☐ No

12. Bidder is willing to complete the monthly report required by Office of State Court Administrator as set out in Attachment C.

☐ Yes ☐ No

13. Bidder is willing to file electronic progress reports, treatment plans, report attendance, report the nature and topic of group and individual sessions with reporting system.

☐ Yes ☐ No

14. Provide a brief description of personnel to deliver the service and their credentials, or whether the bidder needs time to select personnel for the provision of services under this RFP. Bidder may attach resumes of proposed service providers.

Signature

Date

Title

Telephone Number

Daily Log for the Week of: -

	Monday	Tuesday	Wednesday	Thursday	Friday
Time in:					
9:00					
9:30					
10:00					
10:30					
11:00					
11:30					
12:00					
12:30					
Lunch	Lunch In: Lunch Out:	Lunch In: Lunch Out:	Lunch In: Lunch Out:	Lunch In: Lunch Out:	Lunch In: Lunch Out:
1:00					
1:30					
2:00					
2:30					
3:00					
3:30					
4:00					
4:30					
5:00					
5:30					
6:00					

Time Out:					
Total Hours:					

I certify the service hours reported are accurate; all progress reports and treatment plans, if applicable, are currently filed; and my work reflects fidelity to all evidence-based treatment models used in performance of my duties.

Signature	Date	Code	Total time	Code	Total time
		Assessment		Group counseling	
		Assessment (multi-axial)		Group education	
		Assessment update		Group education trauma	
		Case Management		Individual counseling	
		Community Support		Individual counseling trauma	
		Family conference		Relapse prevention counseling	
		Mandatory training		Treatment Court Day	