



Notice of American Rescue Plan Act (ARPA) Grants Available for Mental Health Services for Rocklin Residents

Proposals Due July 1, 2022

In response to the COVID-19 pandemic, using funds from the ARPA State and Local Fiscal Recovery Funds, the City of Rocklin Office of the City Manager is seeking applications/proposals from qualified firms to provide mental health services to Rocklin residents. Qualified firms are those that provide mental health, substance use treatment, or other behavioral health care services to the general public. Firms are expected to provide services to Rocklin residents with particular emphasis on children and youth, although proposals do not need to exclusively serve youth.

The total funding allocated for this program is \$400,000. Firms interested in receiving funds must submit a proposal that provides details about the proposed mental health program for Rocklin residents. Proposed programs must offer new or expanded services to Rocklin residents; funds should not be used to offset costs for regular operations. Additional proposal requirements can be found below in the Proposal Requirements section. Funds will be provided through a contract with the City and a direct grant to the firm after the contract is executed.

Firms should be able to demonstrate a use of evidence-based interventions in supporting clients.¹ Firms are also expected to provide audited financial statements and regular expenditure reports to City staff to comply with US Department of Treasury reporting requirements. Firms may also be subject to subrecipient reporting as required by the Final Rule.²

The City reserves the right to select one firm, multiple firms, or no firms to receive funding. The City may also release a second Notice of Grant Availability if a firm is not selected or funds are not fully expended. All proposals must contain the information referenced in the Proposal Requirements section below. All questions must be submitted in writing to elizabeth.sorg@rocklin.ca.us by June 17, 2022 at 5:00 p.m. A response to all questions received will be issued on June 24, 2022.

Proposals are due July 1, 2022 by 5:00 p.m. Proposals can be mailed or emailed to:

Elizabeth Sorg, Associate Management Analyst
Office of the City Manager
City of Rocklin
3970 Rocklin Road
Rocklin, CA 95677
elizabeth.sorg@rocklin.ca.us

¹ For more information about evidence based treatments, see the US Department of Treasury's Compliance and Reporting Guidance here: <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds/recipient-compliance-and-reporting-responsibilities>

² Additional information about the Final Rule can be found on the Treasury's website here: <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>

Proposal Requirements

1. Describe your organization (how long it has been in existence, the types of services you provide, location, is it a 501c3 or other type, etc.).
2. Describe the program you would be providing with Rocklin ARPA funds. Please specify if this is a program that you have conducted previously (if so when, where, for how long and with what sources of funding) or whether it is a new program. Proposals must include the information below:
 - Detailed description of the program objectives and services. Include a timeline of service delivery and program completion date. Include if the firm has plans to continue services after one-time funding has been expended.
 - Description of the targeted populations, if any (youth, seniors, homeless, specific income levels, etc.).
 - Description of the desired outcomes of the program, including any metrics used to track success.
 - Marketing/promotion plans to inform Rocklin residents of the program or new services.
3. Describe your experience administering programs similar to your proposal.
4. Identify the amount of your funding request. Describe specifically how you would spend the funds and who (by titles or description) would be conducting the activities if funding would be used for staff costs. Provide a detail description of all expenditures related to this program.
5. List who in your organization would be the primary contact for the grant including their full contact information (i.e., phone, e-mail, etc.).
6. Review Addendum A and provide a letter confirming you can meet the standard requirements for contracts with the City. Identify who in your organization appears on the Secretary of State Business Search Forms and has the authority to sign contracts and provide the full names of those parties (preferably 2 individuals with signing authority).

Addendum A: City of Rocklin Contract Requirements

The City requires the standard insurance coverages noted below and will require evidence of insurance, full endorsements, and the City named or endorsed as additionally insured if your entity is selected for funding. If your entity cannot meet these requirements, please provide information regarding the level of coverage that can be provided and written justification for any reduced amounts of coverage.

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$2,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers’ Compensation** insurance as required by the State of California, with Statutory Limits, and Employer’s Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease.
4. **Professional Liability** (Errors and Omissions) Insurance appropriate to the Contractor’s profession, with limit no less than **\$1,000,000** per occurrence or claim, \$3,000,000 aggregate.

If the Contractor maintains broader coverage and/or higher limits than the minimums shown above, the City requires and shall be entitled to the broader coverage and/or the higher limits maintained by the contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

A. Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. **Additional Insured Status.** The City, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor’s insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).
2. **Primary Coverage.** For any claims related to this contract, the Contractor’s insurance coverage shall be primary with coverage at least as broad as ISO CG 20 01 04 13 as respects the City, its officers, officials, employees, or volunteers, and shall be excess of the Contractor’s insurance and shall not contribute to it.

3. **Notice of Cancellation.** Each insurance policy required above shall not be canceled, except with notice to the City.

4. **Waiver of Subrogation.** Contractor hereby grants to City a waiver of any right to subrogation which any insurer of said Contractor may acquire against the City by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. **Self-Insured Retentions.** Self-insured retentions must be declared to and approved by the City. The City may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or City.

6. **Acceptability of Insurers.** Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the City.

7. **Claims Made Policies.** If any of the required policies provide coverage on a claims made basis:

- i. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
- ii. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
- iii. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

8. **Verification of Coverage.** Contractor shall furnish the City with original Certificate of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the City before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. **Subcontractors.** Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that City is an additional insured on insurance required from subcontractors.