

County of Summit Executive

Purchasing Department

Request for Proposals
Behavioral Health Services at the Summit County Jail



Solicitation Issue Date: 04/06/26

Last Day for All Questions: 04/17/26

Proposals Due by: 05/01/26 2:00pm

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REQUEST FOR PROPOSAL

1. Purpose

Summit County Executive's Office, in collaboration with the County of Summit ADM Board and Summit County Sheriff's Office (collectively "County"), are seeking proposals from qualified organizations to provide comprehensive, evidence-based behavioral health services to individuals incarcerated at the Summit County Jail ("SCJ"). The County seeks a provider capable of delivering clinically appropriate care, reducing crises and self-harm incidents, improving continuity of care, supporting reentry planning, and ensuring compliance with all relevant standards, regulations, and accreditation requirements.

The selected vendor will partner with the Jail's command staff, medical staff, Medication-Assisted Treatment (MAT) vendor, and the Summit County ADM Board and Executive's Office to strengthen a coordinated, trauma-informed health system within the facility.

2. Background

The Summit County Jail houses approximately 600 individuals and operates under Ohio Jail Standards, as well as in accordance with other applicable state and federal regulations. The population has a high prevalence of mental illness, substance use disorders, and co-occurring needs. The County is looking to support the SCJ's behavioral health continuum to:

- Provide timely access to mental health services
- Support clinical decision-making and suicide prevention
- Reduce segregation for mental-health-driven behaviors
- Increase diversion, reentry, and linkage to community-based care
- Improve documentation, data tracking, and operational transparency

The Jail currently utilizes an electronic medical record (EMR) system and maintains partnerships with multiple criminal justice and behavioral health stakeholders. Applicants may also be required to use the Unite Us system to assist in coordinating care. (see more at unitesummitcounty.org)

3. Scope of Work

Respondents must demonstrate their ability to perform all required services. At a minimum, services shall include:

3.1 Intake & Initial Screening

- Acquire appropriate consents for treatment, document attempts and follow-up.
- Conduct behavioral health assessment for individuals with behavioral health issues identified in initial screening within 1 business day.
- Utilize evidence-based practices and industry standards of care in the delivery of clinical services.
- Determine immediate risk levels and initiate suicide precautions when appropriate.
- Coordinate with nursing and medical staff to support placement decisions.
- Identify linkage with community-based behavioral health services and acquire necessary releases of information.

3.2 Mental Health Assessments

- Complete comprehensive mental health assessments within required timeframes and within scope of practice
- Establish assessments, treatment plans and document clinical documentation in the Jail's EMR.
- Ensure appropriate documentation that will allow for clinical and service delivery compliance and tracking of individual clinical intervention dosage for jail and community-based quality improvement.
- Triage behavioral health needs based on defined acuity and facilitate appropriate levels of care with the jail setting and for referral upon release.

3.3 Ongoing Clinical Services

- Provide daily on-site mental health staffing sufficient to meet population needs.
- Deliver individual counseling, crisis intervention, brief therapeutic interventions, and group programming where security allows.
- Provide suicide risk reassessments, safety planning, and monitoring recommendations.
- Accommodate for off-hours emergent needs.
- Establish and follow a standardized procedure for reviewing, triaging, and responding to Behavioral Health kites, with response times aligned to the level of clinical need and acuity.

3.4 Psychiatric Services

- Offer psychiatric evaluation, medication management, and ongoing medication monitoring.
- Ensure continuity of psychotropic medication for incoming and outgoing patients.
- Coordinate with the Jail's MAT provider for co-occurring disorders.

- 3.5 Crisis Response & Suicide Prevention
- Participate in the Jail's suicide prevention program.
 - Respond within reasonable and agreed upon timeframe to crisis calls, acute mental health needs, and incidents of self-harm.
 - Attend required safety rounds and classification meetings, when requested.
- 3.6 Reentry, Release Planning & Continuity of Care
- Coordinate discharge planning for individuals with ongoing behavioral health needs.
 - Ensure linkage to ADM-Board-funded services, Medicaid reactivation, recovery support, and community providers.
 - Provide documentation and behavioral health medication bridging in accordance with Ohio Department of Behavioral Health best practices and other applicable laws
- 3.7 Coordination with Jail Operations
- Collaborate with Jail leadership, medical staff, security supervisors, and classification.
 - Participate in critical incident reviews, mortality reviews, and quality improvement processes.
 - Provide clinical documentation and data required for Prison Rape Elimination Act, Ohio Jail Standards, and internal audits.
- 3.8 Training
- Participate in annual and as-needed training for Sheriff's Office staff, including, but not limited to:
- Suicide prevention & risk identification
 - Trauma-informed practices
 - Mental health awareness & de-escalation skills
 - Managing individuals with serious mental illness
 - Documentation standards and communication protocols
- 3.9 Data, Reporting & Performance Management
- Respondent must collect, maintain, and report data, including but not limited to:
- Intake screening volumes
 - Suicide watch placements & outcomes
 - Number and type of mental health encounters
 - Response times to referrals
 - Psychiatric caseload and medication data
 - Crisis interventions
 - Discharge planning metrics
 - Critical incident documentation
 - ADM Board Major Unusual Incident Reporting & Quarterly Reports
 - SCSO staff training time, participation, topic and pre/post-test information
 - Client specific reports for tracking of jail-based intervention for system-wide evaluation
 - Quality assurance indicators

The County will require the successful applicant to submit quarterly performance reports.

4. Staffing Requirements

Respondents must demonstrate adequate staffing levels to ensure timely access to care. Suggested roles include:

- Behavioral Health Director / Clinical Supervisor
- Psychiatrist or Psychiatric APRN
- Licensed Professional Clinical Counselors (LPCC/LPCC-S)
- Licensed Independent Social Workers (LISW/LISW-S)
- Case Managers / Support Specialists
- Certified Peer Recovery Supporters
- Nursing

The County reserves the right to propose staffing adjustments based on population needs.

5. Respondent Qualifications

Eligible respondents must:

- Be an Ohio Department of Behavioral Health (ODBH) – certified behavioral health provider in good standing.
- Have experience delivering mental health services in correctional or secure settings.
- Demonstrate staffing capacity, clinical oversight, risk management practices, and reliable recruitment pipelines.
- Have expertise in suicide prevention, crisis intervention, and co-occurring disorders.
- Maintain compliance with HIPAA, 42 CFR, PREA, Ohio Jail Standards, and Summit County and ADM Board policies.
- Demonstrate strong data management, quality assurance infrastructure, and clinical documentation practices
- Have and maintain proper insurance(s).

6. Proposal Submittal Requirements

Proposals shall include:

- 6.1 Cover Letter
Summary of the organization, commitment to the project, and key contact.
- 6.2 Organizational Qualifications
 - Agency background
 - Relevant experience in correctional behavioral health
 - Certifications, licenses, and accreditations
 - Staff training and experience working in correctional environments
- 6.3 Technical Approach
 - Service delivery model
 - Intake and screening process
 - Clinical treatment approach
 - Crisis response capabilities
 - Reentry coordination methodology
 - Overview of data collection, outcomes tracking and reporting capabilities
 - Proposed staffing model, including FTE allocation, hours of coverage, and on-call structure
- 6.4 Cost Proposal
Provide a cost proposal using the budget template provided (Attachment A), that includes:
 - Salaries and fringe benefits for all proposed staff
 - Any differentials that would accommodate for emergent or off-hour needs
 - Overhead/administration
 - Equipment, supplies, and technology
 - Other operating costs not listed above
 - Revenue sources
 - Total annual cost

The successful applicant may be required to submit additional budgetary information, upon request, to verify funding eligibility, ensure compliance with applicable regulatory requirements, and support any necessary reporting or audit obligations.

- 6.5 References
At least three references from the following, to demonstrate collaborations, coordination and appropriate linkage:
 - Correctional (At least one required)
 - Behavioral Health (At least one required)
 - Other community partners.

7. Evaluation Criteria

The County evaluation committee will review proposals based on the following criteria:

- Organizational Qualifications & Experience
- Technical Approach & Service Delivery Model
- Staffing Plan & Clinical Oversight
- Data Reporting and Quality Assurance
- Cost Proposal

Firm(s) determined to be the most qualified, at the sole discretion of the County of Summit, may be invited to an interview to discuss their proposal and their approach to this work. Contract negotiations will follow evaluation of those interviews.

Please upload a copy of your proposal on the Vendor Self Service website no later than **Friday May 1, 2026 at 2:00 pm.**

All questions must be submitted by emailing shmcnulty@summitoh.net

The deadline for the questions is Friday April 17, 2026 at 4:00 pm. All Q and A will be posted in an addendum.

The County of Summit reserves the right to reject any and/or all proposals and waive irregularities in the proposal process.

If you have any questions about submitting a proposal for this project, please refer to the video “MUNIS Vendor Bid Submittal” on this website: <https://co.summitoh.net/pages/Vendor-Self-Service-Portal.html>.