

REQUEST FOR PROPOSAL (RFP)

BestSelf Behavioral Health, Inc. is seeking a consultant with expertise in Diversity, Equity, Inclusion, and Justice with an emphasis on Race Equity to collaborate with our Child Advocacy Center (CAC) to perform the following:

Implementation of comprehensive racial equity and inclusion efforts within the Child Advocacy Center. The consultant will conduct a needs assessment, which will inform development of a strategic plan to ensure that the CAC at BestSelf is providing services that are accessible, equitable, and responsive to the communities we serve.

Conduct various surveys, focus groups, and interviews with community members of all backgrounds and cultures to contribute to the design, implementation, and improvement of the services at CAC.

Assist with implementation of practices to advance and strengthen REI and DEIJ goals to achieve desired outcomes.

Respondent to this RFP shall supply the following:

1. The company (or individual) name, address, telephone number, fax number, email address and website address (if applicable), including the name, title, telephone number and email address of the primary point of contact for provide services relating to this RFP.
2. If applicable, the identities of the all staff proposed to provide services relating to this RFP not previously identified and those individuals' titles, telephone numbers, and email addresses.
3. Resumes of all staff conducting services relating to this RFP.
4. Fee Schedule. Fee proposal can be provided as an hourly rate or a total project cost.

- a. RFP must include a maximum charge for completion of the project. RFP must include a description of any costs that BestSelf will incur in addition the hourly fee.

- b. If total project cost, the RFP must include a description of any costs that BestSelf will incur in addition to the fee.

5. Description of how services will be furnished, including estimated timelines and benchmarks.

6. Three (3) references of similar projects completed.

Proposal must be submitted either via email to dpalmer@bestseflwny.org or hand delivered to BestSelf Behavioral Health, Inc., 255 Delaware Avenue, Buffalo, NY 14202, Attn: Damon Palmer. Firms must submit proposals by or before 3:00 pm EST on March 15, 2023. Proposals received after the due date will not be accepted.