

COUNTY OF ALBANY

PROPOSAL FORM

PROPOSAL IDENTIFICATION:

Title: Opioid Settlement Funded Community Grants

RFP Number: 2024-010

THIS PROPOSAL IS SUBMITTED TO:

Pamela O Neill, Purchasing Agent
Albany County Department of General Services
Purchasing Division
112 State Street, Room 1000
Albany, NY 12207

1. The undersigned Proposer proposes and agrees, if this Proposal is accepted, to enter into a Contract with the owner in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Proposal and in accordance with the Contract Documents.
2. Proposer accepts all of the terms and conditions of the Instructions to Proposers, including without limitation those dealing with the Disposition of Proposal Security. This Proposal may remain open for ninety (90) days after the day of Proposal opening. Proposer will sign the Contract and submit the Contract Security and other documents required by the Contract Documents within fifteen days after the date of County's Notice of Award.
3. In submitting this Proposal, Proposer represents, as more fully set forth in this Contract, that:

- (a) Proposer has examined copies of all the Contract Documents and of the following addenda: (If none, so state)

Date	Number
2/29/24	7

(receipt of all of which is hereby acknowledges) and also copies of the Notice to Proposers and the Instructions to Proposers;

- (b) Proposer has examined the site and locality where the Work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the Work and has made such independent investigations as Proposer deems necessary;

(c) This Proposal is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Proposer has not directly or indirectly induced or solicited any other Proposer to submit a false or sham Proposal; PROPOSER has not solicited or induced any person, firm or a corporation to refrain from Proposing; and Proposer has not sought by collusion to obtain for himself any advantage over any other Proposer or over the owner.

4. Proposer will complete the Work for the following prices(s): (Attach Proposal)
5. Proposer agrees to commence the Work within the number of calendar days or by the specific date indicated in the Contract. Proposer agrees that the Work will be completed within the number of Calendar days or by the specific date indicated in the contract.
6. The following documents are attached to and made a condition of this Proposal:
 - (a) Non-Collusive Bidding Certificate (Attachment "A")
 - (b) Acknowledgment by Bidder (Attachment "B")
 - (c) Vendor Responsibility Questionnaire (Attachment "C")
 - (d) Iranian Energy Divestment Certification (Attachment "D")
 - (e) Proposer Qualification Questionnaire (Attachment "E")

7. Communication concerning this Proposal shall be addressed to:

Stacy Pettigrew, PhD, MS

Director, The Collaboratory

200 S. Pearl. St., Albany NY 12202

Phone: 518.694.7288 stacy.pettigrew@acphs.edu

8. Terms used in this Proposal have the meanings assigned to them in the Contract and General Provisions.

COUNTY OF ALBANY

PROPOSAL FORM

PROPOSAL IDENTIFICATION:

Title: Opioid Settlement Funded Community Grants
RFP Number: 2024-010

COMPANY: Albany College of Pharmacy and Health Sciences, The Collaboratory

ADDRESS: 200 S. Pearl St.

CITY, STATE, ZIP: Albany, NY 12202

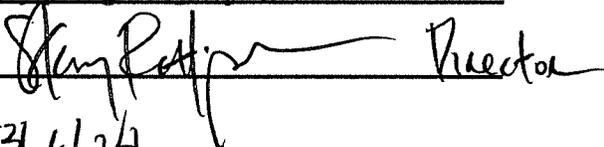
TEL. NO.: 518.694.7288

FAX NO.: _____

FEDERAL TAX ID NO.: 14-1423161

REPRESENTATIVE: Stacy Pettigrew, PhD, MS

E-MAIL: Stacy.pettigrew@acphs.edu

SIGNATURE AND TITLE:  Director

DATE: 3/6/24

PROPOSAL SECTION I:

**County of Albany Mental Health RFP # 2024-010
Opioid Settlement Funded Community Grants**

Request for Proposal Subject: Opioid Harm Reduction in Albany County's Most Vulnerable
Neighborhoods

Proposer & Contact Person: Albany College of Pharmacy and Health Sciences – The Collaboratory,
Stacy M. Pettigrew, PhD, MS, Director of The Collaboratory
200 South Pearl Street, Albany, NY 12202
(518) 694-7228

County of Albany Mental Health RFP # 2024-010
Opioid Settlement Funded Community Grants

Request for Proposal Subject: Opioid Harm Reduction in Albany County’s Most Vulnerable
Neighborhoods

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- 1) Non-Collusive Bidding Certificate (Attachment A)
- 2) Acknowledgement by Bidder (Attachment B)
- 3) Vendor Responsibility Questionnaire (Attachment C)
- 4) Iranian Energy Divestment Certificate (Attachment D)
- 5) Proposer Qualification Questionnaire (Attachment E)

Other Attachments:

Budget Form

Letters of Support

PROPOSAL SECTION II: Describe the Problem

2.1 The specific problem this project will be addressing is the increase in opioid deaths in the City of Albany. Albany College of Pharmacy and Health Sciences (ACPHS) Collaboratory health programs, located in Albany's South End, are designed to help community members take control of their health and well-being. The Collaboratory will help decrease opioid deaths by increasing public knowledge of and access to naloxone, a life-saving medication. This intervention can provide individuals with the opportunity to choose to break the cycle of addiction and a second chance to change one's life. The Collaboratory seeks to remove the obstacles and stigma around this medication, furthering access and increasing distribution throughout Albany County.

2.2 ACPHS Collaboratory programs target Albany's County's most marginalized residents, particularly those in Albany's South End, West Hill, Arbor Hill and North Albany communities. According to the 2019 American Community Survey 5-Year Estimates, the South End of Albany (12202) is home to 8,342 residents in over 4000 households, including 1,835 children (under 18) and 1000 senior citizens (65 and over). The area has an economic poverty rate of 33% and the median household income is \$25,952. Residents are 25% White, 55% African American, 10% Latinx, 4% Asian, 5% two or more races. The median household income is \$27,750, two-fifths of the area's median. 33% of the population lives below the poverty line, over twice the regional average. Compared to the Capital Region (CR) as a whole, residents of the South End (SE) have elevated hospitalization rates (CR : SE per 10,000 residents) for asthma (11.3 : 78.1), congestive heart failure (18.6 : 68.8), coronary heart disease (21.5: 31.2), heart attack (13.0 : 18.6), chronic lower respiratory disease/chronic obstructive pulmonary disease (23.0: 116.2), any diagnosis of diabetes (169: 568.6), primary diagnosis of diabetes (11.1: 43.8). South End residents additionally have elevated rates of emergency department visits for asthma (44.5: 251.1), chronic lower respiratory disease/chronic obstructive pulmonary disease (66.2: 324.0), any diagnosis of diabetes (152.4: 810.5), and primary diagnosis of diabetes (15.1: 54.1). (H. C. D. Initiative, *Capital Region Community Health Needs Assessment*, 2019). Rates are similarly elevated in Arbor Hill, West Hill, and North Albany.

According to the New York State Department of Health Opioid Data Dashboard, opioid deaths in Albany County have increased from 2010 to 2020. By 2020, the opioid death rate was higher in Albany County than the state opioid death rate (22.18 deaths per 100,000 people for the state compared to 22.3 deaths per 100,000 people in Albany County). This increase in trend continued to be seen in the 2023 New York State Opioid Annual Report where Albany County increased from 69 opioid deaths in 2020 to 86 opioid deaths in 2021 (an increase in rate from 22.7 to 27.4 deaths per 100,000 people). Notably, Albany County was one of the top 10 counties in the state to administer naloxone. Emergency medical services (EMS) administered naloxone 552 times in 2022, which resulted in 6.7 administrations per 1,000 people.

2.3 For over five years, the Collaboratory has been hosting naloxone administration trainings and distributing free naloxone received from the NYS Department of Health to people who are uninsured or cannot afford the co-pay. The barrier experienced by the Collaboratory is limited resources to support more frequent drop-in services and community-based distribution events. The Collaboratory seeks to expand this work by hosting weekly drop-in hours at the Collaboratory's South End location and building its network of partnerships with local non-profits and colleges to host two monthly larger training and distribution events. In the past the Collaboratory has hosted events at Capital District Latinos (March 2023) and Trinity Alliance for the Capital Region (August 2022). Most recently, a naloxone distribution day was hosted on January 26th at the Collaboratory; 26 people attended.

PROPOSAL SECTION III: Describe the Approach

3.1 ACPHS Collaboratory is seeking funding to expand its harm-reduction services and to conduct research to increase understanding of barriers to receiving treatment for opioid disorders in the Capital District.

ACPHS Collaboratory will host open drop-in hours one day/week for community members to receive naloxone training, naloxone kits, and fentanyl test strips. These events will teach community

members to recognize the signs of an overdose and how to administer overdose reversal medication, empowering them to save the lives of friends and loved ones.

These drop-in hours will be located at the Albany Housing Authority at 200 S. Pearl Street, a convenient and accessible location; directly on the bus line. Services will be provided by a pharmacist in a non-judgmental setting. Other Public Health Pharmacy Team (PHFT) and Wellness Advocates Linking Communities (WALC) services will be available to clients, if needed. A manager, pharmacy technician and/or pharmacy student will be available to assist signing people in and providing guidance.

In addition, ACPHS Collaboratory will host two naloxone distribution events / month at local churches and community organizations. These locations will be accessible via bus transportation and will focus on Albany's marginalized neighborhoods. The Collaboratory has received commitments from Albany Housing Authority, Trinity Alliance of the Capital Region, Capital Area Urban League, and AVillage to host naloxone training and distribution events. Each of these events will take place at various locations around the City of Albany, allowing the Collaboratory to target diverse and unique audiences connected to these organizations.

ACPHS Collaboratory will conduct a survey to identify obstacles to receiving addiction recovery services for different subpopulations as well as client perceptions of their experiences. The collection of these data will inform future recovery efforts and policy. The study will be conducted by Stacy Pettigrew, PhD, MS, a trained epidemiologist, and Dr. Jacqueline Cleary, a pharmacist and opioid use disorder specialist. The survey will be administered using RedCAP (Research Electronic Data Capture), a HIPAA-compliant web-based database management program (Ohio State University National Center for Advancing Translational Sciences). The study will undergo Institutional Review Board evaluation and approval prior to implementation. Informed consent will be obtained from participants prior to survey administration. 300 survey participants will be recruited at College Parkside Pharmacy (ACPHS's student-operated pharmacy) at Whitney Young, which runs a methadone maintenance program, as well as at naloxone distribution events and drop-in hours. Participants will be offered a \$20 gift card for their time. Public Health undergraduate students certified in human subject research will help administer the

surveys. Quantitative data will be analyzed in SAS (SAS Institute Inc, Cary, NC) statistical analysis software using appropriate statistical methods. Quantitative data will also be analyzed thematically using ATLAS.ti (Scientific Software Development GmbH) qualitative analysis software. Survey results will be prepared as an academic manuscript for submission to a peer-reviewed publication. The results will also be disseminated via a publicly accessible, non-academic report, to inform the public, service providers, and policymakers on barriers to opioid addiction care and their distribution among different populations. Data collection will occur during program year 1, data analysis and report preparation will occur during year 2, and report dissemination will occur during year 3.

3.2 This initiative relates to the priorities established by the New York State Opioid Settlement Task Force and by Albany County by addressing harm reduction and the number of deaths associated with opioid misuse. This in turn will help reduce the high cost of emergency room and ambulatory services due to opioid overdosing.

3.3 The evidence-based service model described below will be used by the ACPHS Collaboratory to address the opioid overdose epidemic. In the *Journal of Public Health Management and Practice* (2021), the Center for Disease Control has identified 10 strategies by scanning scientific literature to examine interventions that have been successfully implemented in at least one jurisdiction and have proven effective at reducing overdose deaths as well as the risk factors that contribute to overdose (*Journal of Public Health Management and Practice*, 24(2):p 424-427, July/August 2021). These strategies include targeted naloxone distribution.

ACPHS will be incorporating CDC's 10 Evidence-Based Strategies in Overdose Prevention and Surveillance Efforts” including reducing stigma around substance use, effective communication that avoids complex language and is broadly digestible to a variety of audiences and leveraging partnerships to reach the broadest audiences possible.

Targeted naloxone distribution works by providing training and naloxone kits to PWUD and those who often encounter overdoses, such as first responders, so that they can adequately recognize, respond to, and reverse an opioid overdose. In California, for example, distribution of more than 601,000 units of

naloxone through collaboration between the Substance Abuse and Mental Health Services Administration and the California State Legislature led to approximately 31,750 known overdose reversals, playing an important role in addressing the overdose crisis in the state.

3.4 The project will be staffed by the following positions:

Collaboratory Director (Stacy Pettigrew) - will oversee the project and all clinical services. She will provide supervision to Collaboratory staff in the organization and implementation of distribution services. She will also serve as the Principal Investigator for the study, designing the survey tool, supervising data collection and analysis, and preparing the manuscript and final report.

The Public Health Pharmacist (Jacqueline Dwyer) - will provide opioid overdose identification and naloxone administration education, and distribute naloxone kits and fentanyl test strips at events and during drop-in hours.

The Collaboratory Manager (Job Description – To be hired) - will conduct outreach to current and future partnering community organizations, organize events and drop-in hours, and conduct community outreach to potential audiences. The Manager will also facilitate program record-keeping and documentation.

Students will assist in event coordination, outreach, and documentation. They will also assist with survey administration, data entry, and data analysis.

Co-Investigator (Associate Professor of Pharmacy Practice Dr. Jacqueline Cleary) - will serve as the Co-Investigator for the study, and contribute to survey design, data analysis, and manuscript and final report preparation. No funding is requested for this position.

3.5 In-kind resources devoted to this project include the physical space of the Collaboratory, which is leased for \$3000/month. Additional in-kind contributions include other facilities costs: utilities, cleanings, computers, printers/printing, software, office supplies, etc. Dr. Jacqueline Cleary is volunteering her time to assist with the survey design and data analysis. In addition, partner organizations will provide in-kind

support in the form of their spaces for community events, and outreach to their respective audiences. The NYS Department of Health will provide naloxone and fentanyl test strips.

PROPOSAL SECTION IV: Experience and Expertise

4.1 The Albany College of Pharmacy and Health Sciences (ACPHS) opened the Collaboratory in an Albany Housing Authority (AHA) building in the South End of Albany in 2018. The Collaboratory's mission is to assist underserved and vulnerable populations near its location by allowing the college's faculty, staff, and students the opportunity to provide pharmacy and health services to local residents. Services at the Collaboratory are delivered by ACPHS's Public Health Pharmacy Team (PHPT) and Trinity Alliance's Wellness Advocates Linking Communities (WALC) team. These services include naloxone trainings, food assistance, health insurance navigation, health and medication literacy, chronic disease self-management programs, HIV adherence monitoring, and housing and shelter assistance. The Collaboratory's work implements innovative and targeted interventions to connect people to health care and provides programmatic assistance to support our clients in making better health care decisions and improving their overall health outcomes.

The Collaboratory provides access to clinical and pharmacy services, these services do not replace primary care or the emergency department for this community but rather provide a convenient alternative for low acuity conditions. This one-stop shop, coordinates and provides an expanded range of clinical health care services. The Public Health Pharmacy Team (PHPT) addresses medication management and literacy with patients, serves as an expert consultant for the Wellness Advocates Linking Communities Team (WALC), provides community and professional education, and works with other public health programs to address system level improvements related to pharmacy, healthcare, and the community.

4.2 The Collaboratory is part of the Albany College of Pharmacy and Health Sciences (ACPHS), an established educational institution with full administrative capacity. ACPHS staff at the Collaboratory include a Director, Manager, Public Health Pharmacist, Pharmacy Technicians, pharmacy doctoral students and public health undergraduate students. Stacy Pettigrew, PhD, MS, has recently been

appointed as the new Director of the Collaboratory and is responsible for strengthening partnerships and increasing the Collaboratory's positive community impact. She brings her extensive experience with local community-based organizations. The Public Health Pharmacy Team has provided ongoing assistance to over 400 clients since its inception in 2018, with a focus on Albany's marginalized neighborhoods. Trinity Alliance of the Capital Region's Wellness Advocates Linking Communities community health worker team is a vital partner and has operated out of the Collaboratory since its inception. Our complementary services work together to fulfill clients' needs. All Collaboratory clients complete the Health Leads social determinants of health questionnaire consisting of a series of questions that that looks at all components of their lives (financial, relationships, food insecurity, housing). Most clients struggle with a range of personal and social factors that require support. Collaboratory staff review each clients' needs and create an approach that is tailored to each individual's needs to ensure positive outcomes. The Collaboratory offers chronic disease management services, building health literacy and empowering clients to self-monitor their health. The Collaboratory also offers medication therapy management, reviewing prescriptions from multiple providers for interactions, and helping clients understand and adhere to regimens. The Collaboratory participates in several Food as Medicine programs, partnering with the Food Pantries of the Capital Region and St. Peter's Health Partners to provide nutrition education, monitor diabetes and hypertension, and delivers bags of healthy foods to clients facing food insecurity and chronic diseases. The Collaboratory also has a new partnership with the Home Care Association of New York State to share referrals with visiting nursing organizations operating in the South End, Arbor Hill/West Hill, and North Albany.

ACPHS has a proven track record of administering federal, state and local grant funding. Some of the grants the Collaboratory has received are: MVP Health Care, the Hearst Foundation, Health Research Incorporated (NYS Department of Health), KeyBank, Frederick McDonald Trust, Seymour Fox Memorial Foundation, St. Peter's Health Partners, TD Bank Charitable Foundation, Alliance for Better Health, Bender Family Foundation, Dominic Ferraioli Foundation and the Food Pantries of the Capital Region.

4.3 Below are the bios of staff members who will be implementing the project:

Stacy Pettigrew, PhD, MS, Collaboratory Director, is an Assistant Professor of Environmental Health Science. She earned her MS in Epidemiology and her PhD in Environmental Health Science from the University at Albany's School of Public Health. She joined ACPHS in 2018 and has been involved with the Collaboratory since its inception. She created the Service Learning in Public Health classes, in which students volunteer with community-based public health service organizations, gaining valuable real-world experience. She also teaches Environmental Health and Determinants of Health, which focuses on health disparities and social determinants of health. She is the co-founder of the Radix Ecological Sustainability Center, an environmental education center in Albany's South End, and has been active in community organizing and environmental justice efforts for decades.

Jackie Dwyer, Pharm.D., Public Health Pharmacist, has been the public health pharmacist at the Collaboratory for one and a half years. She has lived in the Albany area her whole life and is a 2013 graduate of Albany College of Pharmacy (ACPHS). She spent the first 9 years of her career working for CVS, most recently as the pharmacy manager of the New Scotland Ave location. Her current role at the Collaboratory is focused on chronic disease prevention and management. She oversees the hypertension program, the Food as Medicine Program, and the Medacube program. Her special interests include HIV medication adherence, diabetes education, and opioid overdose awareness and prevention. She is a naloxone trainer who has completed several training sessions in the community and hopes to offer many more in the future.

Jacqueline Cleary, PharmD, BCACP, is an Associate Professor of Pharmacy Practice at ACPHS. She also works as a clinical pharmacy specialist in pain management for Saratoga Hospital's Community Health Center and Medical Group. Dr. Cleary's teachings and clinical interests include pain management, addiction, opioid risk mitigation, and pharmacogenomics. Dr. Cleary completed a PGY-2 pharmacy residency in Pain Management and Palliative Care at the Stratton VA Medical Center in Albany, and prior to that completed a PGY-1 pharmacy residency at Sentara Medical Center in Norfolk, Virginia. She is board certified in ambulatory care pharmacy, outgoing president of New York State American College of

Clinical Pharmacy (ACCP), and past president of ACCP PRN of Pain and Palliative Care. She is currently the program director for the PGY-2 Ambulatory Care Pharmacy Practice Residency at ACPHS & the naloxone program director for the ACPHS Collaboratory.

Collaboratory Manager (To be hired)

The Collaboratory Manager provides day-to-day oversight and on-site operational management for the ACPHS Collaboratory. This person contributes to grant applications and manuscript development; completes data analyses of active Collaboratory projects; prepares narrative and statistical reports; provides oversight for student workers on-site and remotely working on various projects; develops the social media plan and ensures appropriate communication for Collaboratory events and activities; contributes to the overall atmosphere and support of the Collaboratory space. The Manager will ensure the effective and efficient operation of all aspects at the site and that the Collaboratory is in compliance with internal policies and procedures and with external regulatory guidelines from our Community partners. The individual will have a Bachelor's degree or other formal training and experience in health care implementation, planning, or evaluation.

4.4 ACPHS Collaboratory has several community partners that committed to support this initiative by hosting distribution events at their sites and promoting drop-in hours and other events. Albany Housing Authority will host events throughout their developments, Trinity Alliance of the Capital Region will host events at their 15 Trinity Place and 47 Lark St locations in Albany, the Capital Area Urban League will host events at their 45 Colvin Ave., Albany space, and AVillage will hosts distributions at their community events. The Collaboratory has a naloxone distribution event scheduled at the University at Albany on April 9th, 2024. In addition, the Collaboratory has been very successful in securing partners in the past and will continue outreach efforts to expand our impact around the County. ACPHS Collaboratory receives naloxone and test strips from the NYS Department of Health. These are offered to clients free of charge.

PROPOSAL SECTION V: Budget

5.1 Please see attached three-year budget. ACPHS Collaboratory is requesting \$189,806 over three years.

The Collaboratory is requesting the following expenses be covered: Collaboratory Manager, Collaboratory Director, Public Health Pharmacist, Student Interns, Gift Card Survey Incentives, Publication Costs. The above positions are additional hours for existing staff in order to expand the program and offer more trainings and drop-in services.

PROPOSAL SECTION VI: Reporting

6.1 ACPHS uses the following system to track naloxone delivery and trainings:

At all events and during drop-in hours, program participants fill out a brief confidential intake form. Participants that refuse to fill out the intake form will also be counted and logged. The number of naloxone kits and fentanyl test strips distributed will be logged on the forms by Collaboratory staff. Data will be entered into the HIPAA secure web platform database management program RedCap.

Survey results will be analyzed and the results will be prepared as an academic manuscript for submission to a peer-reviewed publication. The results will also be disseminated via a publicly accessible, non-academic report, to inform the public, service providers, and policymakers on barriers to opioid addiction care and their distribution among different populations.

ACPHS has identified the following SMART goals for the project:

1. Over a three-year period commencing from the project start date we aim to:
 - a. Host two community-based events/month to train and distribute naloxone and fentanyl test strips to at least 25-50 people per event, for a total of 600-1200 people each year.
 - b. Train and distribute naloxone and fentanyl test strips to at least 10-20 people during drop-in hours, for a total of 520-1040 people each year.
2. Administer the barriers to opioid use disorder services care survey to 300 people during Year 1.
3. Analyze survey data and prepare a scientific manuscript and public report detailing survey results during Year 2.
4. Disseminate Survey Report to community agencies, policymakers, and the public during Year 3.

ATTACHMENT "A"
NON-COLLUSIVE BIDDING CERTIFICATE PURSUANT TO
SECTION 103-D OF THE NEW YORK STATE GENERAL MUNICIPAL LAW

A. By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organizations, under penalty of perjury, that to the best of knowledge and belief:

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.

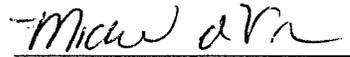
(2) Unless otherwise required by law, the prices which have been quoted in this bid have not knowingly been disclosed by the bidder and will not knowingly be disclosed by the bidder, directly or indirectly, prior to opening, to any bidder or to any competitor.

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

A bid shall not be considered for award nor shall any award be made where (1), (2), and (3) above have not been complied with; provided, however, that in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons thereof. Where (1), (2), and (3) above have not been complied with, the bid shall not be considered for any award nor shall any award be made unless the head of the Purchasing Unit to the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customer of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of paragraph "A" above.

B. Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, local law, and where such bid contains the certification referred to in paragraph "A" of this section, shall be deemed to have been authorized by the Board of Directors of the bidder, and such authorization shall be deemed to include the submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation



Signature

Senior Vice President of Finance and Administration and CFO

Title

Albany College of Pharmacy and Health Sciences

Company Name

3/6/24

Date

ATTACHMENT "B"
ACKNOWLEDGMENT BY PROPOSER

If Individual or Individuals:

STATE OF New York)
COUNTY OF Albany) SS.:

On this 6th day of March, 2024, before me personally appeared Michele Vien to me known and known to me to be the same person(s) described in and who executed the within instrument, and he (or they severally) acknowledged to me that he (or they) executed the same.

Kristen Frederick
Notary Public, State of New York
Qualified in Albany County
Commission Expires 5/10/27

If Corporation:

STATE OF _____)
COUNTY OF _____) SS.:

On this _____ day of _____, 20____, before me personally appeared _____ to me known, who, being by me sworn, did say that he resides at (give address) _____; that he is the (give title) _____ of the (name of corporation) _____, the corporation described in and which executed the above instrument; that he knows the seal of the corporation, and that the seal affixed to the instrument is such corporate seal; that it was so affixed by order of the board of directors of the corporation, and that he signed his name thereto by like order.

Notary Public, State of _____
Qualified in _____
Commission Expires _____

If Partnership:

STATE OF _____)
COUNTY OF _____) SS.:

On the _____ day of _____, 20____, before me personally came _____, to me known to be the individual who executed the foregoing, and who, being duly sworn, did depose and say that he / she is a partner of the firm of _____ and that he / she has the authority to sign the same, and acknowledged that he / she executed the same as the act and deed of said partnership.

Notary Public, State of _____
Qualified in _____
Commission Expires _____



ATTACHMENT "C"
ALBANY COUNTY
VENDOR RESPONSIBILITY QUESTIONNAIRE

1. VENDOR IS: <input type="checkbox"/> X PRIME CONTRACTOR			
2. VENDOR'S LEGAL BUSINESS NAME Albany College of Pharmacy and Health Sciences		3. IDENTIFICATION NUMBERS a) FEIN # 14-1423161 b) DUNS # 797866969	
4. D/B/A – Doing Business As (if applicable) & COUNTY FIELD:		5. WEBSITE ADDRESS (if applicable) Acphs.edu	
6. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE 106 New Scotland Avenue, Albany, NY 12208		7. TELEPHONE NUMBER 518-694-7393	8. FAX NUMBER
9. ADDRESS OF PRIMARY PLACE OF BUSINESS/EXECUTIVE OFFICE <i>IN NEW YORK STATE, if different from above</i>		10. TELEPHONE NUMBER	11. FAX NUMBER
12. AUTHORIZED CONTACT FOR THIS QUESTIONNAIRE Name Michelle Vien, CPA Title Senior Vice President of Finance and Administration & CFO Telephone Number 518-694-7216 Fax Number e-mail michelle.vien@acphs.edu			
13. LIST ALL OF THE VENDOR'S PRINCIPAL OWNERS. NA			
a) NAME	TITLE	b) NAME	TITLE
c) NAME	TITLE	d) NAME	TITLE
A DETAILED EXPLANATION IS REQUIRED FOR EACH QUESTION ANSWERED WITH A "YES," AND MUST BE PROVIDED AS AN ATTACHMENT TO THE COMPLETED QUESTIONNAIRE. YOU MUST PROVIDE ADEQUATE DETAILS OR DOCUMENTS TO AID THE COUNTY IN MAKING A DETERMINATION OF VENDOR RESPONSIBILITY. PLEASE NUMBER EACH RESPONSE TO MATCH THE QUESTION NUMBER.			
14. DOES THE VENDOR USE, OR HAS IT USED IN THE PAST FIVE (5) YEARS, ANY OTHER BUSINESS NAME, FEIN, or D/B/A OTHER THAN THOSE LISTED IN ITEMS 2-4 ABOVE? List all other business name(s), Federal Employer Identification Number(s) or any D/B/A names and the dates that these names or numbers were/are in use. Explain the relationship to the vendor.		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
15. ARE THERE ANY INDIVIDUALS NOW SERVING IN A MANAGERIAL OR CONSULTING CAPACITY TO THE VENDOR, INCLUDING PRINCIPAL OWNERS AND OFFICERS, WHO NOW SERVE OR IN THE PAST ONE (1) YEARS HAVE SERVED AS:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
a) An elected or appointed public official or officer? <i>List each individual's name, business title, the name of the organization and position elected or appointed to, and dates of service</i>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
b) An officer of any political party organization in Albany County, whether paid or unpaid? <i>List each individual's name, business title or consulting capacity and the official political position held with applicable service dates.</i>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

16.	<p>WITHIN THE PAST (5) YEARS, HAS THE VENDOR, ANY INDIVIDUALS SERVING IN MANAGERIAL OR CONSULTING CAPACITY, PRINCIPAL OWNERS, OFFICERS, MAJOR STOCKHOLDER(S) (10% OR MORE OF THE VOTING SHARES FOR PUBLICLY TRADED COMPANIES, 25% OR MORE OF THE SHARES FOR ALL OTHER COMPANIES), AFFILIATE OR ANY PERSON INVOLVED IN THE BIDDING OR CONTRACTING PROCESS:</p>	
a)	<p>1. been suspended, debarred or terminated by a local, state or federal authority in connection with a contract or contracting process;</p> <p>2. been disqualified for cause as a bidder on any permit, license, concession franchise or lease;</p> <p>3. entered into an agreement to a voluntary exclusion from bidding/contracting;</p> <p>4. had a bid rejected on an Albany County contract for failure to comply with the MacBride Fair Employment Principles;</p> <p>5. had a low bid rejected on a local, state or federal contract for failure to meet statutory affirmative action or M/WBE requirements on a previously held contract;</p> <p>6. had status as a Women's Business Enterprise, Minority Business Enterprise or Disadvantaged Business Enterprise, de-certified, revoked or forfeited;</p> <p>7. been subject to an administrative proceeding or civil action seeking specific performance or restitution in connection with any local, state or federal government contract;</p> <p>8. been denied an award of a local, state or federal government contract, had a contract suspended or had a contract terminated for non-responsibility; or</p> <p>9. had a local, state or federal government contract suspended or terminated for cause prior to the completion of the term of the contract.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> X No
b)	<p>been indicted, convicted, received a judgment against them or a grant of immunity for any business-related conduct constituting a crime under local, state or federal law including but not limited to, fraud extortion, bribery, racketeering, price-fixing, bid collusion or any crime related to truthfulness and/or business conduct?</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> X No
c)	<p>been issued a citation, notice, violation order, or are pending an administrative hearing or proceeding or determination of violations of:</p> <p>1. federal, state or local health laws, rules or regulations.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> X No
17.	<p>IN THE PAST THREE (3) YEARS, HAS THE VENDOR OR ITS AFFILIATES 1 HAD ANY CLAIMS, JUDGMENTS, INJUNCTIONS, LIENS, FINES OR PENALTIES SECURED BY ANY GOVERNMENTAL AGENCY?</p> <p>Indicate if this is applicable to the submitting vendor or affiliate. State whether the situation(s) was a claim, judgment, injunction, lien or other with an explanation. Provide the name(s) and address(es) of the agency, the amount of the original obligation and outstanding balance. If any of these items are open, unsatisfied, indicate the status of each item as "open" or "unsatisfied."</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> X No
18.	<p>DURING THE PAST THREE (3) YEARS, HAS THE VENDOR FAILED TO:</p> <p>a) file returns or pay any applicable federal, state or city taxes? <i>Identify the taxing jurisdiction, type of tax, liability year(s), and tax liability amount the vendor failed to file/pay and the current status of the liability.</i></p> <p>b) file returns or pay New York State unemployment insurance? <i>Indicate the years the vendor failed to file/pay the insurance and the current status of the liability.</i></p> <p>c) Property Tax <i>Indicate the years the vendor failed to file.</i></p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> X No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> X NO <input type="checkbox"/> Yes <input checked="" type="checkbox"/> x No
19.	<p>HAVE ANY BANKRUPTCY PROCEEDINGS BEEN INITIATED BY OR AGAINST THE VENDOR OR ITS AFFILIATES 1 WITHIN THE PAST SEVEN (7) YEARS (WHETHER OR NOT CLOSED) OR IS ANY BANKRUPTCY PROCEEDING PENDING BY OR AGAINST THE VENDOR OR ITS AFFILIATES REGARDLESS OR THE DATE OF FILING?</p> <p>Indicate if this is applicable to the submitting vendor or affiliate. If it is an affiliate, include the affiliate's name and FEIN. Provide the court name, address and docket number. Indicate if the proceedings have been initiated, remain pending or have been closed. If closed, provide the date closed.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> X No
20.	<p>IS THE VENDOR CURRENTLY INSOLVENT, OR DOES VENDOR CURRENTLY HAVE REASON TO BELIEVE THAT AN INVOLUNTARY BANKRUPTCY PROCEEDING MAY BE BROUGHT AGAINST IT? Provide financial information to support the vendor's current position, for example, Current Ration, Debt Ration, Age of Accounts Payable, Cash Flow and any documents that will provide the agency with an understanding of the vendor's situation.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> X No

**ALBANY COUNTY
VENDOR RESPONSIBILITY QUESTIONNAIRE**

FEIN #

State of:)
) ss:
County of:)

CERTIFICATION:

The undersigned: recognizes that this questionnaire is submitted for the express purpose of assisting the County of Albany in making a determination regarding an award of contract or approval of a subcontract; acknowledges that the County may in its discretion, by means which it may choose, verify the truth and accuracy of all statements made herein; acknowledges that intentional submission of false or misleading information may constitute a felony under Penal Law Section 210.40 or a misdemeanor under Penal Law Section 210.35 or Section 210.45, and may also be punishable by a fine and/or imprisonment of up to five years under 18 USC Section 1001 and may result in contract termination; and states that the information submitted in this questionnaire and any attached pages is true, accurate and complete.

The undersigned certifies that he/she:

- Has not altered the content of the questions in the questionnaire in any manner;
- Has read and understands all of the items contained in the questionnaire and any pages attached by the submitting vendor;
- Has supplied full and complete responses to each item therein to the best of his/her knowledge, information ad belief;
- Is knowledgeable about the submitting vendor's business and operations;
- Understands that Albany County will rely on the information supplied in the questionnaire when entering into a contract with the vendor;
- Is under duty to notify the Albany County Purchasing Division of any material changes to the vendor's responses.

Name of Business

Signature of Owner *Michele Vien*

Address

Printed Name of Signatory Michele Vien

City, State, Zip

Title Senior Vice President of Finance and Administration and CFO

Sworn before me this 6th day of March, 2024
Kristen Frederick
Notary Public

01FR6024564
5/10/27

Michele Vien

Printed Name

Michele Vien
Signature

Signature

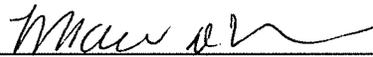
Date

3/6/24



Attachment "D"
Certification Pursuant to Section 103-g
Of the New York State
General Municipal Law

- A. By submission of this bid/proposal, each bidder/proposer and each person signing on behalf of any bidder/proposer certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the New York State Finance Law.
- B. A Bid/Proposal shall not be considered for award, nor shall any award be made where the condition set forth in Paragraph A above has not been complied with; provided, however, that in any case the bidder/proposer cannot make the foregoing certification set forth in Paragraph A above, the bidder/proposer shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor. Where Paragraph A above cannot be complied with, the Purchasing Unit to the political subdivision, public department, agency or official thereof to which the bid/proposal is made, or his designee, may award a bid/proposal, on a case by case business under the following circumstances:
1. The investment activities in Iran were made before April 12, 2012, the investment activities in Iran have not been expanded or renewed after April 12, 2012, and the Bidder/Proposer has adopted, publicized and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or
 2. The political subdivision makes a determination that the goods or services are necessary for the political subdivision to perform its functions and that, absent such an exemption, the political subdivision would be unable to obtain the goods or services for which the contract is offered. Such determination shall be made in writing and shall be a public document.



Signature

Senior Vice President of Finance and Administration and CFO

Title

Albany College of Pharmacy and Health Sciences

Company Name

3/6/27

Date

Proposer Qualification Questionnaire (Attachment E)

Provide a statement of Proposer qualifications including:

3.1 Provide the name, a brief history and description of your firm.

The Albany College of Pharmacy and Health Sciences (ACPHS) opened the Collaboratory in an Albany Housing Authority (AHA) building in the South End of Albany in 2018. The Collaboratory's mission is to assist underserved and vulnerable populations near its location by allowing the college's faculty, staff, and students the opportunity to provide pharmacy and health services to local residents.

3.2 Identify your firm's professional staff members and the experience each possesses.

Collaboratory Director (Stacy Pettigrew) – will oversee the project and all clinical services. She will provide supervision to Collaboratory staff in the organization and implementation of distribution services. She will also serve as the Principal Investigator for the study, designing the survey tool, supervising data collection and analysis, and preparing the manuscript and final report. Dr. Pettigrew has more than 20 years working with community-based organizations and academia.

Collaboratory Manager (To be hired) – will conduct outreach to current and future partnering community organizations, organize events and drop-in hours, and conduct community outreach to potential audiences. The Manager will also facilitate program record-keeping and documentation.

Public Health Pharmacist (Jacqueline Dwyer) – will provide opioid overdose identification and naloxone administration education, and distribute naloxone kits and fentanyl test strips at events and during drop-in hours. Dr. Dwyer has 10 years' experience in the pharmacy industry.

Co-Investigator (Jacqueline Cleary) – will contribute to survey design, data analysis, and manuscript and final report preparation. An Associate Professor of Pharmacy Practice at Albany College of Pharmacy and Health Sciences, Dr. Cleary's teachings and clinical interests include pain management, addiction, opioid risk mitigation, and pharmacogenomics. She is also the naloxone program director for the ACPHS Collaboratory.

All staff will work at 200 South Pearl Street, Albany, NY 12202.

3.3 Name and title of person(s) authorized to bind the Proposer.

Dr. Toyin Tofade, MS, PharmD, BCPS, CPCC, FFIP

President

106 New Scotland Avenue

Albany, NY 12208

(518) 694-7255

3.4 Provide any additional information that would distinguish your firm in its service to Albany County.

The Collaboratory coordinates and provides an expanded range of clinical health care services. The Collaboratory is comprised of two teams: The Public Health Pharmacy Team (PHPT), which addresses medication management and literacy with patients and the Wellness Advocates Linking Communities Team (WALC), which provides community and professional education, and works with other public health programs to address system level improvements related to pharmacy, healthcare, and the community.

3.5 Proposer shall include a completed “Vendor Responsibility Questionnaire” (Attachment “C”) with the proposal.

See attached.

3.6 In addition, Albany County may make such investigations it deems necessary to determine the ability of the Proposer to perform the work. The Proposer shall furnish to the County , within five (5) days of a request, all such information and data for this purpose as may be requested. The County reserves the right to reject any Proposal if the information submitted by, or investigation of, such Proposer fails to satisfy the County that such Proposer is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional Proposals will not be accepted.

Albany County Opioid Settlement Funded Community Grants

Albany County Department of Mental Health

RFP #2024-010

Budget Form

Budget Category	Year 1	Year 2 (if applicable)	Year 3 (if applicable)
Personnel (identify all funded positions and the percentage supported by this funding)			
Collaboratory Manager (20% Effort)	\$ 10,068	\$10,269	\$10,474
Collaboratory Director (25% Effort)	\$5,000	\$5,100	\$5,202
Public Health Pharmacist (50% Effort)	\$25,000	\$25,500	\$26,010
Student Interns (100% Effort)	\$5,100	\$5,100	\$5,100
A) Personnel Subtotal			
Fringe Rate			
26% (Non-student staff)	\$11,059	\$11,280	\$11,506
B) Personnel + Fringe Subtotal	\$56,227	\$57,249	\$58,292
Supplies and Equipment (please list any equipment over \$1,000)			
C) Supplies Subtotal			
Other Expenses (please identify)			
Gift Card Survey Incentives	\$6,000		
Publication Costs			\$3,000
D) Other Expenses Subtotal	\$6,000		\$3,000
Subtotal Lines B-D	\$62,227	\$57,259	\$61,292
Admin (Admin is limited to no more than 5% of Lines B-D)			
5% Admin	\$3,111	\$2,862	\$3,065
Total by Year			
	\$65,554	\$60,111	\$64,357
Total Funding Requested			\$189,806



ALBANY HOUSING AUTHORITY

Chiquita D'Arbeau, Executive Director

February 27, 2024

Re: County of Albany Mental Health RFP No: 2024-010
Opioid Settlement Funded Community Grants

To Whom It May Concern,

We are writing to express our support for Albany College of Pharmacy and Health Sciences' Opioid Harm Reduction in Albany County's Most Vulnerable Neighborhoods program that will operate out of The Collaboratory located at 200 South Pearl Street, Albany, New York 12202. This evidence-based program will serve residents of Albany County with a focus on Albany's South End and Arbor Hill/West Hill neighborhoods.

The Collaboratory will train residents in naloxone use and distribute naloxone kits and fentanyl test strips to lower the number of fatal overdoses in Albany County. They will host weekly drop-in days at The Collaboratory to lower distribution barriers. They will also host at least 2 distribution events each month at locations around Albany County. In addition, researchers from Albany College of Pharmacy and Health Sciences will conduct a study to identify local barriers to addiction recovery.

Since its creation in 1948, Albany Housing Authority has evolved to provide leadership in meeting the needs and aspirations of its residents and their communities. More than just housing, today Albany Housing Authority offers families a foundation from which to build successful lives, inspiring investment in self and community through quality rental, homeownership, employment, and small business opportunities. We are an able partner for those who wish to transform their future, and that of their community, into one of choice.

We look forward to partnering with The Collaboratory for these events by hosting information and distribution events throughout our developments and helping to promote the events and drop-in hours to our clients.

Sincerely,

Chiquita D'Arbeau
Executive Director



RE: County of Albany Mental Health RFP # 2024-010
Opioid Settlement Funded Community Grants

To Whom it May Concern,

I am writing to express our support for Albany College of Pharmacy and Health Sciences' Opioid Harm Reduction in Albany County's Most Vulnerable Neighborhoods program that will operate out of The Collaboratory at 200 S. Pearl St., Albany. This evidence-based program will serve residents of Albany County with a focus on Albany's South End and Arbor Hill/West Hill neighborhoods.

The Collaboratory will train residents in naloxone use and distribute naloxone kits and fentanyl test strips to lower the number of fatal overdoses in Albany County. They will host weekly drop-in days at the Collaboratory to lower distribution barriers. They will also host at least 2 distribution events each month at locations around Albany County. In addition, researchers from Albany College of Pharmacy and Health Sciences will conduct a study to identify local barriers to addiction recovery.

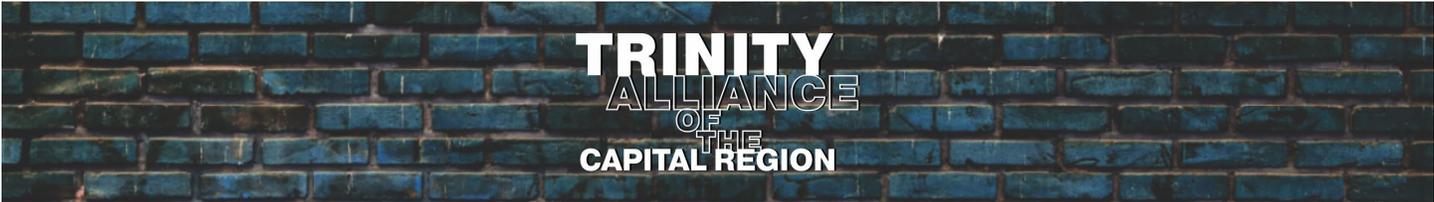
The Capital Area Urban League (CAUL) is a not-for-profit, 501c3 membership organization in upstate New York State. Our mission is to enable African Americans, Hispanics, and other disenfranchised citizens of Albany, Schenectady, Rensselaer, Saratoga, and Montgomery Counties to secure economic self-reliance, parity, power, and civil rights. We look forward to partnering with the Collaboratory for these events by hosting an event at our space at 45 Colvin Ave., Albany, helping promote the events and drop-in hours to our constituencies, and distributing recruitment information about the survey.

We look forward to the impact this program will have to reduce the toll of opioid overdose in Albany County.

Sincerely,

A handwritten signature in black ink that reads "April Land".

April Land, President & CEO
Capital Area Urban League



TRINITY
ALLIANCE
OF THE
CAPITAL REGION

February 26, 2024

RE: County of Albany Mental Health RFP # 2024-010
Opioid Settlement Funded Community Grants

To Whom it May Concern,

I am writing to express our support for Albany College of Pharmacy and Health Sciences' *Opioid Harm Reduction in Albany County's Most Vulnerable Neighborhoods* program that will operate out of The Collaboratory at 200 S. Pearl St., Albany. This evidence-based program will serve residents of Albany County with a focus on Albany's South End and Arbor Hill/West Hill neighborhoods.

The Collaboratory will train residents in naloxone use, and distribute naloxone kits and fentanyl test strips to lower the number of fatal overdoses in Albany County. They will host weekly drop-in days at the Collaboratory to lower distribution barriers. They will also host at least 2 distribution events each month at locations around Albany County. In addition, researchers from Albany College of Pharmacy and Health Sciences will conduct a study to identify local barriers to addiction recovery.

Trinity Alliance of the Capital Region is a 112 year old settlement house with a mission to "provide services to the community that will support and promote healthy families, adults and children. Our agency is dedicated to improving the neighborhood as a setting for family life, contributing to health and well-being, and promoting education and employment as a means of self-development." We have worked as a partner at the Collaboratory since 2018, where our Community Health Worker teams work collaboratively with ACPHS staff to deliver services.

We look forward to partnering with the Collaboratory for these events by hosting an event at our space at 15 Trinity Place and 47 Lark St in Albany and helping promote the events and drop-in hours to our building guests.

We look forward to the impact this program will have to reduce the toll of opioid overdose in Albany County.

Sincerely,



Harris Oberlander

CEO



RE: County of Albany Mental Health RFP # 2024-010

Opioid Settlement Funded Community Grants

To Whom It May Concern,

I am writing on behalf of AVillage Inc. to express our strong support for the Albany College of Pharmacy and Health Sciences' Opioid Harm Reduction in Albany County's Most Vulnerable Neighborhoods program that is set to operate from The Collaboratory at 200 S. Pearl St., Albany. This program offers an evidence-based approach and focuses its efforts on serving the residents of Albany County, with a particular emphasis on the South End and Arbor Hill/West Hill neighborhoods.

The Collaboratory has developed a comprehensive plan to train residents in the use of naloxone and to provide naloxone kits and fentanyl test strips, which are crucial tools in our collective effort to reduce the tragic number of fatal overdoses in our community. Their initiative to facilitate weekly drop-in days at The Collaboratory, alongside at least two distribution events each month at various locations across Albany County, demonstrates a strong commitment to accessibility and community outreach. Furthermore, the research conducted by Albany College of Pharmacy and Health Sciences will play a significant role in identifying the local barriers to addiction recovery, an essential step towards developing effective solutions.

AVillage Inc. is deeply invested in the health and well-being of Albany County's residents. In alignment with our mission, we are excited about the prospect of collaborating with The Collaboratory for these events by co-hosting events.

We are confident that the Opioid Harm Reduction program will have a significant and positive impact on reducing the toll of opioid overdose in Albany County. AVillage Inc. is committed to being an active partner in this vital initiative, and we look forward to the potential advancements in community health that our combined efforts will foster.

Thank you for considering this partnership. We are eager to continue the conversation and begin our collaborative work.

Sincerely,

Eva Bass
Executive Director
AVillage Inc.