



**Allegheny Children's Initiative • Citizen Care
Exceptional Adventures • Milestone Centers
Partners for Quality Foundation**

**PARTNERS FOR QUALITY
REQUEST FOR PROPOSALS
RACE, DIVERSITY, AND INCLUSION CONSULTATION & TRAINING**

Issued:

March 30, 2021

I. ABOUT THE ORGANIZATION

Headquartered in McKees Rocks, **Partners For Quality** (PFQ) provides administrative oversight for organizations that serve individuals with intellectual and developmental disabilities and behavioral health challenges. Serving Allegheny County since 1975, Partners For Quality, through its subsidiaries, serves about 5,000 people annually and employs more than 1,000 across its organizations. Partners For Quality subsidiaries have earned accreditation from The Council on Quality Leadership, The Council on Accreditation and the Sanctuary Institute (for trauma-informed care).

The Partners For Quality Family of nonprofit agencies includes:

- **Allegheny Children’s Initiative**, serving children and families with behavioral health challenges;
- **Citizen Care**, which provides residential and community-based supports and services to individuals with intellectual and developmental disabilities;
- **Exceptional Adventures**, an agency that provides travel opportunities to individuals with disabilities;
- **Milestone Centers**, supporting individuals with developmental and behavioral health challenges, including drug and alcohol counseling for behavioral health clients, with Health Care Quality Units in Butler and Warren counties which train professionals in 18 western Pennsylvania counties; and
- **Partners For Quality Foundation**, which raises funds for all services throughout the organization.

For more information, visit PFQ.org and Facebook.com/PartnersForQuality.

II. INVITATION FOR PROPOSAL

In June 2020 in response to employees’ communication with PFQ President and Chief Executive Officer Maggie Rothenberger about Black Lives Matter protests, the *Statement from Partners For Quality Regarding Anti-Racism, Respect and Inclusion* was released to all staff and on the organization’s social media outlets:

*Embrace unity over division.
Practice acceptance and inclusion.
Lift people up when they are down.
Treat others as you would like to be treated.
Be kind always.*

The Partners For Quality family of agencies condemns hatred and disrespect in any and all forms. We are privileged to play a positive role in the lives of others and encourage our neighbors to do the same.

Following release of the statement, three staff approached Maggie to discuss how PFQ and its family of agencies could better respond to Black Lives Matter and overall values of equity and diversity. Maggie welcomed those discussions and determined that PFQ and its agencies must go beyond making a statement, and recommended that a group be formed with the intent of inviting staff to be part of an all-agencies equity committee addressing issues and bringing about positive change via on-going efforts.

The PFQ Committee for Race, Diversity & Inclusion is made up of nearly 50 participants including executive leadership, board members, and staff from all PFQ subsidiaries. The committee has been meeting monthly since August 2020, and several subcommittees have been formed to focus on specific initiatives. The committee is devoted to carry out a comprehensive effort to make meaningful and lasting change in our organization's approach to diversity, improve the working environment for employees, and the lives of the people we support.

III. SCOPE OF WORK

1. Conduct an analysis of the organization's current level of diversity, equity and inclusion including awareness and competency including but not limited to: staff, policies and procedures, and recruitment.
 - i. Provide the organization the ways that your agency is going to conduct the analysis.
2. Using the result from the analysis provide:
 - i. Organizational road map that identifies organizational and cultural deficits that can be improved.
3. Comprehensive training program specific to the organization that can be delivered in-person, virtually, and via e-learning.
 - i. Deliver the training to employees who will serve as trainers to rest of organization (train-the-trainer model).
 - ii. Develop a diversity, equity and inclusion training which can be used during orientation training for new hires.
 - iii. Develop evidence-based measurement tool(s) to assess the effectiveness of the action steps.

IV. PROJECT SUBMISSION ON PROPOSED SCOPE OF WORK

- Provide a demonstration of your understanding and the complexity of the scope of work as it relates to the organization.
- Provide a list of key personnel who will be completing the scope of the work.
- Provide a detailed list of key personnel’s experience in this area. Include certifications and/or experiences that the personnel have in order to provide this type of consultation and training.
- Provide at least two organization contacts that have used your organization for consultation and training within the past two years.

Provide a total cost of the scope of work that breaks out the following line items: an itemization of each area, travel cost, hourly rates, materials, and any other miscellaneous costs and fees.

V. DEMOGRAPHICS

The below demographics represent the employee of Partners For Quality and its subsidiary organizations as of February 2021.

Race/Ethnicity	Female	Male
Hispanic or Latino	6	3
White	424	152
Black or African American	190	69
Native Hawaiian or Pacific Islander	0	0
Asian	12	10
American Indian or Alaskan Native	2	0
Two or More Races	12	7
Total	646	241

VI. KEY DATES

Action	Date
RFP Release Date	March 30, 2021
RFP Due via email	April 30, 2021
Interviews / Presentations	May 1 – 15, 2021
Award Decision	May 2021

VII. RFP RESPONSES

All submission will be reviewed by the Partners For Quality Committee for Race, Diversity & Inclusion. Based on the recommendation of the committee a decision will be made by the Partners For Quality Executive Staff and the Partners For Quality Board of Directors.

VIII. QUESTIONS

All questions concerning this RFP must be in writing submitted via email to Bobbi Reidenbach at breidenbach@PFQ.org by April 20, 2021.

Partners For Quality will respond to all questions and post response on the website at PFQ.org / About PFQ / Business Opportunities.

IX. SELECTION

1. All submissions will be reviewed by the Partners For Quality Committee for Race, Diversity & Inclusion.
2. At its discretion the Partners For Quality Committee for Race, Diversity & Inclusion may require applicants to present their proposal to and be interviewed by the selection committee.
3. Recommendation of the Partners For Quality Committee for Race, Diversity & Inclusion will be presented to the Partners For Quality Executive Staff and the Partners For Quality Board of Directors.

Partners For Quality reserves the right to reject any or all proposals without liability. All costs directly or indirectly related to a response to this RFP will be borne by the company. Partners For Quality may at its sole discretion select the response that best fits its needs, may choose to cancel the RFP, or to not select any company.