



State of New York County of Broome Government Offices

Broome County Health Department

Jason T. Garnar, County Executive · Lynette Bellmore, Interim Director of Public Health

Request for Proposals: Public Safety-Public Health Liaison

Overview:

In fulfillment of requirements for the CDC's Overdose Data to Action: Limiting Overdose through Collaborative Actions in Localities (OD2A: LOCAL), the Broome County Health Department is seeking proposals for an individual to act as a liaison between public safety and public health on overdose-prevention related initiatives. The amount of available funding is up to \$14,999 with a part time schedule (10 to 20 hours per month) that will vary from month to month for an anticipated contract period of March 1, 2025-August 31, 2025, with anticipation to renewing annually through 2028, per CDC funding and satisfaction of deliverables. Please note this position will require attendance at two subject matter conferences (local, state, or national), and local travel to attend meetings within Broome County.

The Public Safety- Public Health Liaison (PSPHL) will work alongside Broome County Health Department Overdose Prevention Program (BCHD OPP) staff, public safety, harm reduction agencies, and peer agencies to ensure best practices, person centered language, stigma reduction, and to increase knowledge, attitudes and behaviors when working with people who use drugs (PWUD), people with lived experience (PWLE), or individuals who have substance use related trauma. This contractor will meet regularly with community partners to disseminate education and resources, as they relate to harm reduction and stigma reduction. The overall goal of this contract is to increase collaboration across public safety and public health, while reducing stigma towards people who use drugs, people with a substance use disorder, and people who have overdosed.

Applications including all of the requirements should be submitted to the Overdose Prevention Program email: OverdosePrevention@broomecountyny.gov by 11:59pm on **Tuesday, February 11, 2025**. **To ensure your submission is received, the Broome County Health Department is requesting all applicants add a read receipt to the email. An email confirmation will be sent within 2 business days of submission. If an applicant does not receive an email confirmation, please call (607) 778-2805 and leave a detailed message including: name, date, time, and contact information to reach you.**

The applicant must provide and maintain during the terms of services herein insurance as described in the attached contract insurance specifications. Evidence of such coverage should be submitted as part of the application and the successful applicant must furnish Proof of Insurance to the Law Department prior to the signing of the contract.

Eligibility:

Due to the nature of the work and the potential of a conflict of interest, applicants cannot currently have any current employment with a public safety agency in Broome County. It is the applicant's responsibility to identify any conflicts of interest, biases, or relationships with current public safety agencies. It is the discretion of the Broome County Overdose Prevention Program to select the contractor based on their application materials, in-person interview, and the rubric below. If an appropriate applicant is not identified, contract will remain vacant. Please contact the Overdose Prevention Program with any questions of eligibility.

Method of Award:

The contract will be awarded to the candidate whose application meets and best fits all qualifications listed below.

- Relevant public-safety experience (police, fire, EMS, parole, probation, corrections, et. al.) 30%
- Knowledge and experience with harm reduction services and modalities- 30%
- Knowledge and experience with stigma reduction and person-centered language/interactions – 30%
- Budget- 10%

Scope of Work:

- Work collaboratively with public safety, Broome County Health Department, and community agencies to ensure effective service delivery to Broome County community.
- Consult with Broome County Overdose Prevention Program about public safety considerations.
- Promote and educate on harm reduction and person-centered language.
- Develop, conduct and evaluate anti-stigma trainings for public safety.
- Work with the OD2A Data team to identify, collect, and submit monthly data required by the OD2A LOCAL initiative.
- Submit claims monthly to BCHD OPP.

Requirements for Application:

Please respond to the following in your application:

Demographic Information

1. Name, phone number, and email address for the applicant.

Experience:

2. Describe your experience in working in public safety.
3. Describe your experience working with individuals who use drugs, individuals with previous drug use history, individuals who have substance use related trauma, individuals who have overdosed or individuals with substance use disorder.
4. Include a resume with application that lists any relevant professional experience.

Harm Reduction:

5. Describe your knowledge, beliefs, and point of view on harm reduction. Include examples of how you have encouraged, supported, or promoted harm reduction practices in your work in public safety.

Stigma Reduction

6. Describe your personal or professional experiences in reducing stigma towards people who use drugs, people who have overdosed, or individuals with substance use disorders or who use drugs recreationally.

Budget:

7. Provide a detailed budget and justification, including requested hourly rate, mileage for local travel up to \$500, and reserve \$3,000 for conference attendance. Please budget for any operating supplies you may need such as laptop, cell phone, office materials, etc.

In Person Interview:

8. Upon receipt of qualifying application, applicants may be contacted for an in-person interview with Overdose Prevention Program staff. The anticipated timeline for these will be February 18th, 20th or 21st 2025. When applying, please note any days and times of conflicts you would NOT be available.

Any Additional Information:

9. You may include any additional information such as references, letters of support, letters of reference, personal testimonials and or information that you feel is valuable when selecting a candidate.

Rubric:

The RFP Committee will consist of 5 Broome County staff. Proposals will be scored on the rubric below.

	3	2	1	Score
Experience working with/as public safety- 30%	The applicant clearly describes their experience in public safety. The applicant has extensive experience in serving persons who use drugs and those historically underserved populations.	The applicant somewhat or mostly describes their experience in public safety. The applicant has some experience in serving persons who use drugs and those historically underserved populations.	The applicant's description of their experience in public safety is unclear. The applicant has no experience in serving persons who use drugs and those historically underserved populations.	
Experience with harm reduction services and modalities - 30%	The applicant clearly describes their experience in supporting harm reduction services. The applicant describes their experience in harm reduction services. The applicant has extensive experience in promoting harm reduction services.	The applicant somewhat or mostly describes their experience in supporting harm reduction services. There may be some experience in linking and retaining persons to treatment or harm reduction services.	The applicant's description of their experience in delivering harm reduction services is unclear. The applicant has no experience in harm reduction services. The applicant does not support harm reduction.	
Experience with stigma reduction, person centered language/interactions - 30%	The applicant clearly describes their experience in reducing stigma or educating on stigma towards people who use drugs, people with a substance use disorder, and people who have overdosed.	The applicant somewhat describes their experience in reducing stigma towards people who use drugs, people with a substance use disorder, and people who have overdosed.	The applicant's description of their experience in reducing stigma towards people who use drugs, people with a substance use disorder, and people who have overdosed is unclear. The applicant not support stigma reduction.	
Budget- 10%	The requested budget is clear, reasonable, and justifiable.	The budget is clear, but the reason and justification may be unclear.	The budget is unclear. The budget is not reasonable or justifiable.	