



CULTURALLY RELEVANT AND RESPONSIVE SERVICES FOR OREGON YOUTH AUTHORITY

PURPOSE

Youth of color and marginalized populations are overrepresented in the juvenile justice system. At the Oregon Youth Authority (“OYA”), we are committed to providing youth with racially, ethnically, and culturally responsive services. Data shows that more services and support are needed. Therefore, OYA is seeking organizations that are interested and have the capacity to serve our youth so that they can remain in or transition back into their home communities, especially our youth from marginalized populations. The overrepresentation of marginalized youth gets more pronounced the deeper and more involved the youth is in the justice system.

SERVICE GOALS

OYA is seeking services for youth between 12-24 years of age to include, but not limited to:

- Work with the youth, family, and Juvenile Probation/Parole Officer (“JPPO”) to assess the youth’s service needs to address behaviors to mitigate the placement of youth within a youth correctional facility unless deemed necessary.
- Successfully reconnect youth with their family and community to lead a productive crime-free life.
- Have experience and training in working with youth and families from ethnically, racially, and culturally diverse communities.
- Actively engage with youth, family, and community.
- Collaborate with youth, family, and JPPO in developing and executing youth’s case plan, which may include coordinating referrals for mental health, substance use, family therapy, etc.
- Services may be provided to youth who are, but not limited to the following:
 - Living with family
 - Living independently
 - Living in a foster home
 - Living in a residential program setting
 - Youth Correctional Facility/Transition Camp
- Provide an array of services that may include, but are not limited to:
 - Assessment/Evaluations
 - Certified Peer Support Specialist Services
 - Conflict Resolution
 - Crisis Intervention (be available in person or telephone)
 - Educational Support
 - Family Support
 - Gang Intervention
 - Individual/Group Sessions

- Life Skills, such as banking, job search, etc.
- Mentoring (Group and One-on-One)
- Reconnect youth to identified appropriate community cultural support
- Skill Development/Training
- Transportation of Youth, such as to job interviews, appointments, etc.
- Work with youth in close-custody for transition planning

Services shall focus on reducing the risk of criminal behavior and address the youth's developmental and other needs as documented in the youth's case plan. Work with OYA to develop a process to ensure services provided are appropriate and workable and meet the guidelines of evidence-based, best practice programs, and cost-effectiveness as described under [ORS 182.515](#).

CONTRACTING WITH OYA

OYA may award multiple contracts for youth services to support the growing need for services for youth throughout Oregon. Contract(s) may be awarded for up to two (2) year terms, with the option to amend any contract for changes in terms, time, money, services, or any combination of the foregoing.

OYA will have no obligation to extend any contract and will incur no liability for electing not to exercise its option. OYA cannot predict a caseload for these services and does not guarantee any particular volume of business will be offered, nor is there any guarantee that OYA will use the services that are issued a contract.

SERVICE RATES

OYA reserves the right to negotiate rates prior to a contract being awarded. If OYA and the potential contractor cannot agree upon a service rate, a contract may not be issued.

MINIMUM QUALIFICATIONS

- ▶ Experience working with at-risk youth from marginalized populations. This experience can include formal work experience, volunteer work, lived experience, or a combination of all.
- ▶ Able to work non-traditional hours to meet the needs of youth; this includes evenings and weekends.

REFERENCES

Provide two (2) references that OYA may contact prior to the award of the contract. References shall have specific knowledge of experience and work performed.

OYA may check to determine if the references provided support the ability to comply with the requirements of providing services to OYA youth. OYA may use references to obtain additional information or verify any information needed. OYA may contact any reference (submitted or not) to verify the accuracy of statements made by potential contractors in determining qualifications.

ADDITIONAL REQUIREMENTS

BUSINESS REGISTRY

Contractors who conduct business in Oregon shall be duly authorized by the State of Oregon to transact business in the State of Oregon before executing the contract. The selected contractor shall submit a current Oregon Secretary of State Business registry number, or an explanation if not applicable. See Secretary of State Website: [State of Oregon: Business - Register a Business](#)

CONFIDENTIALITY

All contractors shall appropriately secure all records and files to prevent access by unauthorized persons. Contractors shall, and shall require its employees and subcontractors to comply with all applicable federal and state laws, rules, and regulations regarding the confidentiality of client records.

MANDATORY REPORTING

As required by Oregon Law, all OYA contractors must immediately inform either the local office of the Department of Human Services (“DHS”) or a law enforcement agency when they have reasonable cause to believe that any child with whom the contractor comes in contact has suffered abuse, or that any person with whom the contractor comes in contact has abused a child. Oregon Law recognizes child abuse to be: physical injury; neglect or maltreatment; sexual abuse and sexual exploitation; threat of harm; mental injury; and child selling.

Reports must be made immediately upon awareness of the incident. Contractors are encouraged to contact the local DHS office if any questions arise as to whether an incident meets the definition of child abuse.

ZERO TOLERANCE OF SEXUAL ABUSE

OYA is committed to a zero-tolerance standard toward all forms of sexual abuse and the elimination of sexual abuse in its program. If contractor obtains knowledge, suspicion, or information about (i) an incident of sexual abuse or sexual harassment that occurred while youth is in the community, or (ii) retaliation against offenders or other reporters of such incidents, or (iii) any staff neglect or violation or responsibilities that may have contributed either to the incident or the retaliation, contractor shall immediately notify the youth’s JPPO and the OYA’s Professional Standards Office (“PSO”).

CRIMINAL RECORDS CHECK

Prior to the execution of a contract, the contractor and all direct service staff must pass a criminal records check based on the OYA’s criminal history records check standards as set forth by [OAR 416-800-0000 to 416-800-0095](#) and a child abuse registry check prior to any services being provided under a contract. Criminal records checks must be updated at least every five years.

OYA may consider a number of factors in making a criminal records check fitness determination, including the nature of the crimes, the relevance of the subject crimes, and the length and requirements of any ongoing post-prison supervision. OYA’s practice is to evaluate each contractor’s history and to determine fitness based on these criteria. Please be aware that OYA’s practice is to not award a contract until at least five years have passed since parole or probation has been terminated.

TAXPAYER IDENTIFICATION NUMBER

Before a contract is executed, the contractor shall provide to OYA with its Taxpayer Identification Number (TIN) and backup withholding status on a completed W-9 form. OYA will not make any payment until OYA has a properly completed W-9.

INDEPENDENT CONTRACTOR

All contractors shall perform all services as independent contractors. Contractors are independent contractors as defined in ORS 670.600.

OYA'S FACILITY SECURITY

Anyone contracting with OYA agrees to comply with the OYA's Security Policy for Facility Access ([see II-A-1.0](#)) as it may be from time to time amended. Anyone entering a facility must read and sign Facility Access Form YA 4015 (see [YA 4015](#)). All contractors are subject to providing services in OYA facilities within the scope and expectations of OYA policies, procedures, and local operating protocols related to facility security and safe facility operations, order, and employee conduct.

Agency will have the right to deny anyone access to any premises controlled, held, leased, or occupied by OYA if OYA at its sole discretion determines that such personnel pose a threat to any of OYA's reasonable safety or security interests including orderly facility operations.

INSURANCE REQUIREMENTS

Prior to the execution of a contract, the contractor shall secure and demonstrate to OYA proof of insurance coverage meeting the requirements identified below. The below insurance requirements are minimum requirements and may be different for each contract executed.

Workers' Compensation and Employers' Liability - \$500,000 Each Accident

Commercial General Liability - \$1,000,000 Per Occurrence / \$2,000,000 Aggregate

Professional Liability - \$1,000,000 Per Claim / \$2,000,000 Aggregate

Physical Abuse and Sexual Molestation - \$1,000,000 Per Occurrence / \$3,000,000 Aggregate

Automobile Liability - \$1,000,000 Combined Single Limit

CERTIFICATE(S) AND PROOF OF INSURANCE

Contractor shall provide OYA Certificate(s) of Insurance for all required insurance before delivering any Goods and performing any Services required under an awarded contract. The Certificate(s) shall list the State of Oregon, its officers, employees, and agents as a Certificate holder and as an endorsed Additional Insured. The Certificate(s) shall also include all required endorsements or copies of the applicable policy language effecting coverage required by an awarded contract. If excess/umbrella insurance is used to meet the minimum insurance requirement, the Certificate of Insurance must include a list of all policies that fall under the excess/umbrella insurance. As proof of insurance, OYA has the right to request copies of insurance policies and endorsements relating to the insurance requirements under an awarded contract.

OYA FINANCIAL GRANT OPPORTUNITIES

OYA accepts applications for financial grants that are available for local governments, nonprofit organizations, and individuals. For more information go here: [Oregon Youth Authority : OYA Financial Grants : State of Oregon](#)

Fill out and submit the questionnaire if interested in providing youth services:
[Oregon Youth Authority : Contracting Opportunities : State of Oregon](#)