

# Instructions for Request for Proposals (RFP) for behavioral health workshops for City of Tallmadge, Ohio

- Project Manager:** Ben Stasik, Deputy Fire Chief, is the project manager for this project on behalf of the City of Tallmadge. Questions regarding the proposal may be sent to [bstasik@tallmadge-ohio.org](mailto:bstasik@tallmadge-ohio.org).
- Proposals Due:** The RFP is due on or before **November 22nd at 1:00 p.m.** – email to:  
  
Ben Stasik, Deputy Fire Chief  
Email: [bstasik@tallmadge-ohio.org](mailto:bstasik@tallmadge-ohio.org) Phone: 330-633-0970
- Scope of Work:**
- The Tallmadge Fire Department (TFD) has targeted ensuring the health and safety of its employees as the key objective. The organization believes that an essential method to achieving this objective is to implement a mental health and well-being training program.
- The program requires a provider with extensive experience in the job-related tasks, stressors, requirements, and work-life balance encountered by first responders.
- Vendor should be familiar with current trends in firefighting and EMS organizations and tailor offerings accordingly.
- OBJECTIVES**
- a) Provide in-person workshop-type training for employees that provides education on topics such as, but not limited to, suicide prevention/awareness, signs/symptoms, behaviors, PTSD, moral injury, etc. in relation to the employee themselves and their coworkers.
  - b) Provide employees with tools to promote emotional wellness.
- SCOPE OF WORK**
- The provider will provide the listed objectives in two 8-hour training courses over the scope of this award period to begin immediately following the award and in the fourth quarter of 2024. The provider must be knowledgeable of issues specific to emergency responders. Sessions will be allowed to be recorded for mandatory viewing by members unable to attend in-person training.

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**Timeline:** Upon execution of an Agreement for Services, the provider will schedule for full delivery of services within 30 calendar days.

**Appraiser Qualifications:** The provider must be knowledgeable about the current issue regarding first responder mental health wellness including but not limited to suicide, suicide prevention, PTSD, moral injury, and family implications.

The provider nor its "principals" (as defined in 49 CFR section 29.105(p)) can be presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.

**General Information:** The City of Tallmadge reserves the right to reject any or all proposals and to accept the proposal deemed most beneficial to the City of Tallmadge.

The City reserves the right to waive any informality in any proposal, and to reject any or all proposals. The City also reserves the right not to enter into any contract as a result of this Request for Proposal.

The Contractor covenants to save, defend, hold harmless, and indemnify the City, and all of its officers, departments, agencies, agents, and employees (collectively the "City") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however, caused, resulting from, arising out of, or in any way connected with the Contractor's intentional, negligent, or grossly negligent acts or omissions in performance or nonperformance of its work called for by the Contract Documents.

The contractor shall forward invoice(s) for services rendered directly to: The City of Tallmadge Fire Department, **85 W. Overdale Dr.**, Tallmadge, Ohio 44278.