

*Co-Occurring Recovery Campus  
Mandatory Bidders Conference Meeting Minutes*

**Co-Occurring Recovery Campus Request for Proposal – Mandatory Bidders Conference**

**Meeting Details**

<b>Name:</b>	<b>Co-Occurring Recovery Campus - Mandatory Bidders Conference</b>
<b>Date:</b>	Thursday, April 10, 2025
<b>Time:</b>	11:00am – 12:30PM EST
<b>Location:</b>	Microsoft Teams

*Prospective Bidder's:*

- Dawn Tatro, Ben's House
- Cherylanne Linares, Valley Vista
- Jeff Patterson, Klein Recovery Group
- Kathleen C. Lowell, Valley Vista
- Ryan Murphy, United Counseling Service of Bennington County
- Erica Baker, Jenna's Promise
- Lex Arthers, Vermont Foundation of Recovery
- Susan Walker, Recovery Partners of Vermont
- Chadd Viger, Recovery House Inc
- Derek Hoy, Lamoille County Mental Health
- Shari-Lee Ryan, Northeast Kingdom Human Services
- Luke Rackers, Good Samaritan Haven
- Amy Fela, United Counseling Service of Bennington County
- Astrid Hoyt, Turing Point Recovery Center of Springfield
- Lila Bennett, Journey to Recovery Community Center
- Kevin Hamel, Valley Vista
- Candace Gale, Vermont Foundation of Recovery
- Annastasia Lawfer, Vermont Foundation of Recovery
- Julie Bond, Good Samaritan Haven

**Attendees:**

*Other Attendees:*

- Emily Tutor – VDH
- Patricia Breneman – VDH
- Joyce Desany – VDH
- Vini Emery – VDH
- Stephanie Fillian – VDH

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- Julia Harrison – VDH
  - Megan Mitchell – VDH
  - Anne VanDonsel – VDH
  - Anthony Folland – VDH
  - Danielle Schwartz – VDH
  - Lisabeth Sanderson – VDH
  - Stephanie Beck – VDH
  - Lisa Setrakian – Guidehouse
  - Becca Kaplan – Guidehouse
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**Meeting Notes:**

- *Emily Trutor (VDH) took roll call of the meeting attendees*
- *Emily Trutor (VDH) provided an overview of the PowerPoint presentation detailing key components of the Request for Proposal (RFP) and corresponding Budget Template*
- *Questions Raised by Attendees:*

- ***Will the State be sharing the PowerPoint presented during the Bidder's Conference?***

Yes, it will be posted as part of the Questions and Answers period. The deadline to submit questions to the State is Monday, April 14<sup>th</sup>. The goal is to provide responses to questions submitted as quickly as possible.

**UPDATE: No written questions were received prior to the RFP deadline.**

- ***Is there a required in-kind match for this RFP?***

There is no requirement. It is helpful to know if organizations plan to leverage other funding sources, such as federal funds or fundraising, to support this program.

- ***If someone can offer more or less beds does that affect the proposal or qualifications to apply for the grant?***

The RFP is for a 15-bed recovery campus. The State will score responses against that criteria.

- ***Is there a mandate that this is a single facility or could it be two separate facilities?***

Not at this time. The State will consider all submissions.

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- ***Is there a specific region of focus?***

Not at this time. Recovery Housing is a statewide focus.

- ***Is this 15-bed limit because of the State's values around institutionalized care or was it determined to be the number of beds shortfall in the state?***

Recovery housing is intended to be a home-like environment.

- ***Can it be two separate homes for the recovery beds?***

All submissions will be reviewed. Bidders should propose what they think is in the best interest of individuals living in Vermont..

- ***The RFP references long-term sustainability funding? What's the long-term vision?***

Recovery housing is not a Medicaid-covered service. Services individuals are getting through the Preferred Provider network will be covered through insurance (e.g., Medicaid, etc.). The State is interested in looking at the diversity of the organization and their financial portfolio, and how the organizations could support this endeavor in addition to State and/or Federal Funds.

- ***Section 2.4, Implementation Deliverables, asked bidders to identify three funding sources for external funding. Should those external funding sources be 100% funding or partial funding for continuation of services?***

It can be partial. The State does not have a match requirement for this RFP.

- ***Is the idea for this program a co-ed campus?***

This is not a requirement.

- ***Will the slides be shared?***

Yes, it will be posted alongside the response to the written questions.

**UPDATE: No written questions were received prior to the RFP deadline.**

- ***It looks like this RFP is for organizations that are ready to roll out. Is the expectation that folks have the infrastructure and framework ready to really roll this out? Is there a long-term plan?***

For this RFP, individual(s) need to be served before the end of Fiscal Year 2026. The selected vendor(s) do not need to be ready to serve an individual on July 1, 2025 but would need to serve at least one individual during the grant period.

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- ***Serve one individual in fiscal year '26 or calendar year '26?***

Fiscal Year, so by Jun 30, 2026.

- ***Does it matter if an agency is for-profit or not-for-profit? Is it better if a for-profit partners with a non-profit?***

There is no requirement that an organization be a specific organizational type. The State's portfolio is a mix of for-profit and not-for-profit providers.