



Scope of Work

Description of Activities

January 1, 2017 - June 30, 2017

The York District Public Health Council (YDPHC) is soliciting proposals from qualified vendors to expand school based oral health care partnerships in York County with the University of New England. The goal of this initiative is to improve access to preventative oral health services and dental care. This work is being done to address one priority of the York District Public Health Council's 2017-2019 District Public Health Improvement Plan. The period January – June, 2017 will focus on building capacity of existing partnerships. Continued funding for implementation and measurement will be awarded based on performance and availability of funds.

Objective 1: By 2020, increase percent of low income children and adolescents in York County who received any preventative oral health or dental services in the past year to align with state averages

Strategy 1.1 Expand school based oral health care partnership with the University of New England from one school to four schools

Strategy 1.2 Increase the number elementary schools to offer oral health education at elementary schools, including preventative oral health services, such as dental screenings, to children and adolescents

Objective 2: Increase awareness for parents about the importance of oral health by 2020

Strategy 2.1 Develop and implement a comprehensive public education/parent education campaign on the benefits of good oral health

Objective 3: Increase the number of schools that have oral health education included in health policies that include oral health screenings to ensure that all students have access to at least one screening per year by 2020

Strategy 3.1: Conduct gap analysis to understand which schools in York County need comprehensive oral health care policies

Strategy 3.2: Work with PTO/PTA and school nurses to help schools develop policies that do not already have them in place

Duties and Responsibilities:

Deliverable: By June 15, 2017, in collaboration with the University of New England, develop the York County School Based Oral Health Care Partnerships work plan covering 6 month program design and

launch phase, and 18 months implementation and measurement phase. Measurements will include systems to track number of schools partnered with, number of students receiving preventative oral health services through the partnership, number of schools needing comprehensive oral health care policies, and other measures as relevant to demonstrating health outcomes and program effectiveness etc.

Deliverable: Develop list of potential schools to participate in school based oral health care partnership. Signed agreements (MOUs) with a minimum of 3 schools by April 30th, 2017.

Deliverable: Develop comprehensive public education/parent education campaign on the benefits of good oral health by June 15th, 2017.

Deliverable: Complete gap analysis to understand which schools in York County need comprehensive oral health care policies by March 30th, 2017.

Deliverable: In coordination with school nurses and PTO, write comprehensive policies for schools that do not have policies in place by June 15th, 2017.



Application and Scoring Process

Proposals should not exceed 5 pages, including implementation plan, not including attachments.

Proposals which fail to meet any of the pass/fail criteria will be rejected. Documentation supporting this decision is to be placed on the Bidder's Team Consensus Evaluation Notes form in the "Pass/Fail Criteria" section.

All application materials should be submitted to Laura Overton at loverton@une.edu by January 13, 2017. Please indicate the DPHIP PRIORITY in the subject line of the email.

1. Applicant is registered to conduct business in the State of Maine. (Pass/Fail)

Applicant shall furnish written or photocopied verification of the existence of such registration. Include as Attachment 1.

2. Applicant must demonstrate adequate liability coverage and submit tax ID number. (Pass/Fail)

The Applicant shall keep in force a liability policy issued by a company fully licensed or designated as an eligible surplus line insurer to do business in this State by the Maine Department of Professional & Financial Regulation, Bureau of Insurance, which policy includes the activity to be covered by this Agreement with adequate liability coverage to protect itself and the Department from suits. Providers insured through a "risk retention group" insurer prior to July 1, 1991, may continue under that arrangement. The Applicant shall furnish the Department with written or photocopied verification of the existence of such liability insurance policy. Include as Attachment 2

3. Ability to provide required services in York Public Health District (Maximum of 25 points)

Please describe your ability to perform the required scope of work across York District. Provide a narrative description of the proposed program and a detailed implementation plan, including specific activities, dates and person/organization responsible.

4. Experience administering grant-funded programs. (Maximum of 10 points)

In the template provided, please list 3 past performance references citing the funder and contact details, implementation dates, estimated budget amount and a brief summary of program objectives and results.

5. Budget and narrative. (Maximum of 15 points)

In template provided please include a budget not to exceed \$18,000. Please include cost justifications and supporting documentation as indicated on the budget template. Include as Attachment 3.

All questions related to this process and the 2017-2019 DPHIP should be directed to Maine CDC District Liaison, Adam Hartwig: Adam.Hartwig@maine.gov