

Department of Administration  
Division of Accounts  
JAN 20 2015  
Appropriations Section  
N. Q. Sanchez

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CONTRACTUAL AGREEMENT  
BETWEEN  
GUAM BEHAVIORAL HEALTH AND WELLNESS CENTER  
AND  
ELIM PACIFIC MINISTRIES  
(dba Oasis Empowerment Center)

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JAN 7 2015  
DEC 17 2014  
Bureau of Budget and  
Management Research

Regarding Providing Management and Operations of a Enrichment Center,  
Supported Employment Program, Peer Mentorship Training,  
and Drop-In Program Training for Individuals With Serious Mental Illness  
Who Are Homeless or at Imminent Risk for Homelessness

Guma Mami (Our Place) Programs  
GBHWC RFP 02- 2015

This AGREEMENT is made between the GUAM BEHAVIORAL HEALTH AND WELLNESS CENTER, an agency of the GOVERNMENT OF GUAM, (hereinafter called the GBHWC), whose office address is 790 Governor Carlos G. Camacho Road, Tamuning, Guam 96913, and ELIM PACIFIC MINISTRIES, dba OASIS EMPOWERMENT CENTER (hereinafter called the Service Provider) whose office address is 556 East Marine Corps Drive, Hagatna, Guam 96910.

WHEREAS; the GBHWC was renamed from the Department of Mental Health and Substance Abuse pursuant to P.L. 32-024 (May 6, 2013) codified at 10 GCA Section 86102 (a); and

WHEREAS, the GBHWC requested proposals for the management and operations of a enrichment center, supported employment, peer mentorship training and drop-in center for consumers with serious mental illness who are homeless or at imminent risk for homelessness; and

WHEREAS, the U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration made available funding to individuals and organizations, and notice was published in the Federal Register as CFDA 93.150 and CFDA 93.958; and

WHEREAS, these grants assist with (1) outreach services; (2) screening and diagnostic treatment services; (3) habilitation and rehabilitation services; (4) community mental health services; (5) alcohol or drug treatment services; (6) staff training; (7) case management services; (8) supportive and supervisory services in residential settings; (9) referrals for primary health services, job training, educational services, and relevant housing services; and (10) prescribed set of housing services; and

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WHEREAS, as a recipient of the grant awards, GBHWC administers a program, locally known as the *Sagan Mami* (Our Place) that provides (1) an enrichment center; (2) a supported employment program; (3) peer mentorship training; and (4) a drop-in center; and

WHEREAS, the GBHWC intends to engage professional services of the Service Provider for the purpose of providing its *Sagan Mami* (Our Place) Programs; and

WHEREAS, the GBHWC has provided adequate public announcement of the need for such service through a Request for Proposal (GBHWC RFP 02-2015) describing the type of services required and specifying the type of information and data required of each offer and the relative importance of particular qualifications; and

WHEREAS, the Service Provider has submitted its proposal and interest in providing such services; and

WHEREAS, the award of this Agreement to the Service Provider has been made pursuant to a written finding by the GBHWC that the Service Provider is qualified based on the evaluation factors set forth in the request for proposal, and that negotiations of compensation have been determined to be fair and reasonable; and

NOW THEREFORE, the GBHWC and the Service Provider, in consideration of mutual covenants hereinafter set forth, agree as follows:

SECTION I  
PURPOSE

To provide to eligible consumers an Enrichment Center, Supported Employment Program, Peer Mentorship Training; and a Drop-In Center.

SECTION II  
SCOPE OF WORK

II.1. Location and Hours of Operation

Program Title: SAGAN MAMI (OUR PLACE) PROGRAMS

Location: 556 East Marine Corps Drive, Hagatna, Guam

Program Hours of Operation:

- Enrichment Center: 8:00 A.M. to 5:00 P.M.  
Monday through Friday, excluding weekends & holidays

- Supported Employment Program: By Training Cycle
- Peer Mentorship Training: 1 Month – by Training Cycle
- Drop-In Center: Evenings from 5:00 P.M. to 9:00 P.M.  
Monday through Friday, excluding weekends and Holidays

## II.2. Program Purpose

To provide management and operational services to the GBHWC's *Sagan Mami* (Our Place) Programs carrying out four program components.

## II.3. Enrichment Center

Utilizing the Substance Abuse and Mental Health Services Administration (SAMHSA) Eight Dimensions of Wellness, to facilitate individual and group activities that will help consumers with Serious Mental Illness and those with co-occurring disorders (SMI/SUD) develop a recovery and wellness lifestyle.

Individual and Group Activities must focus on the Eight Dimensions of Wellness: Physical, Emotional, Financial, Social, Spiritual, Occupational, Intellectual, and Environmental.

### II.3.a. Program Target Population

Provide services to at least 50 individuals with a serious mental illness (SMI) and those with co-occurring disorders. This number is expected to increase through the year as more individuals become better familiarized and comfortable with the program.

### II.3.b. Program Activities

Individual and Group Activities, participation in GBHWC's clinical teams when required, transportation to community activities and other activities that support the recovery and wellness lifestyle of the consumers.

The Enrichment Center must have available to the consumers of the services internet access. The Enrichment Center must have up-to-date information and array of brochures, literature, video/DVD format on topics that focus on behavioral and mental health as well as substance abuse concerns.

A catalogue system is required to keep track of brochures, literature, video/DVD format on mental health and substance abuse issues being issued or borrowed.

## II.4. Supported Employment Program (HELPP OUT)

### II.4.a. Program Description

This program will help adult consumers with serious mental illness, actively participating in treatment at GBHWC. The focus of HELPP (Helping Each Life Produce Positive) Out (Outcomes) is to prepare consumers to compete in the competitive job market.

II.4.b. Eligibility

- 1) Participants must be adults with serious mental illness, actively participating in treatment and must be referred to *Sagan Mami* Supported Employment Program by the clinicians of GBHWC.
- 2) All participants must have an assigned clinician to provide clinical support for the individual and to participate in the various supported employment planning meetings.
- 3) The participants must be clinically stable, and able to participate in activities independently.
- 4) Participating consumers and their clinician must sign an agreement to participate in the program.

II.4.c. Training

Pre-employment training will be conducted four times per contract year.

II.4.d. Enrollment in employment placement programs

- 1) Upon completion of Pre-Employment training, participants will be enrolled for services with the Division of Vocational Rehabilitation, Agency for Human Resources Development and Department of Labor.
- 2) Consumers will be assisted in job searches/placement and referrals by an Employment Specialist.

II.4.e. Outcome Measures

Level 1: Completion of pre-employment training and referrals

Level 2: Competitive Employment

- a. Consumer will engage in employment that pays at least minimum wage.
- b. Consumer's employment setting may include co-workers who are not disabled.
- c. Position can be held by anyone

## II.5. Peer Mentorship Training

### II.5.a. Program Description

The premise of Peer Support is that people who have faced, endured and overcame challenges can offer useful encouragement, hope and mentorship to others facing similar situations. This program offers members at *Sagan Mami* the opportunity to do just that. Through this mentorship consumers will be more able to develop positive life skills to cope with life's challenges in the road to recovery and healing. The *Sagan Mami* contractor will be responsible for identifying and training eligible participants through recommendations/referrals from the clinicians at the Guam Behavioral Health and Wellness Center.

### II.5.b. Eligibility

- 1) Participants must be adults with serious mental illness, including those with co-occurring serious mental illness and substance use disorders, who are homeless or at imminent risk of homelessness and actively participating in treatment.
- 2) The participants must be clinically stable, and able to participate in activities independently and without supervision.

### II.5.c. Training

Peer Mentorship training will be provided on an every other month basis. Consumers may participate in more than one of the trainings if space is available.

### II.5.d. Content

Training must include but is not limited to:

- 1) The 10 Fundamental Components of Recovery
- 2) Information on the variety of support services in the community
- 3) The Americans with Disabilities Act
- 4) Anti-Stigma strategies
- 5) Public Speaking
- 6) Problem solving
- 7) Goal setting
- 8) Listening and engagement skills
- 9) Self-Advocacy

### II.5.e. Outcome Measure: Post Training

Upon completion of the training program, consumers will be able to participate in various activities in the following ways:

