

Release Date: 3/28/2017

Number: 17-04-2

Service Needed: Evaluator for Community Health Programs

About Neighborhood House

Neighborhood House is one of the oldest social service agencies in the Puget Sound region and has a long history of working with King County's immigrant, refugee and low-income communities. Our mission is to partner with diverse individuals and families to build community and achieve their goals for health, education and self-sufficiency. Last year, Neighborhood House served over 12,000 individuals of all ages through programming in the areas of early childhood education, youth development, family & social services, employment & adult education, housing stability, aging & disability services and community health.

Scope of Work

- Make recommendation on software needed for HIV, Hepatitis and substance abuse program.
- Train staff on analyzing data, including methods for cleaning, sorting and transferring from Excel into SPSS or other statistics software.
- Create literature catalog for substance abuse, mental health, housing, homeless, HIV, Viral Hepatitis, STD, and other issues for communities of color including immigrant and refugee communities in Seattle and King County.
- Review and compile findings from literature, reports, and web-based searches for demographic/geographical areas and health data.
- Review and analyze data from Public Health - Seattle & King County, Washington Department of Health, Data book from Washington State Department of Behavioral Health and Recovery, King County.
- Review, compile, and analyze school and substance abuse and other health surveys and data (i.e. risk and protective factors).
- Consult on creating a community assessment.
- Provide other similar evaluation and analysis.

Time Period

- Through 9-29-2022. Neighborhood House anticipates using the services of the vendor(s) selected through this bid through the date shown above. Neighborhood House reserves the right to re-bid services for any reason prior to this date and makes no promises regarding minimum levels of services or products that will be purchased through this RFQ.

Evaluation and Selection Criteria

- Meets Qualifications.
- Level of Experience.
- Availability.
- Cost/Rate for Services.
- Pass Washington State Patrol Criminal Background Check.
- No record of debarment or suspension on federal EPLS (Excluded Parties List System.)

**Questions**

- Warya Pothan (206) 571-4662
- waryap@nhwa.org

What to Include In Submissions

- Rates: Price per Hour.
- Description of Experience.
- Provide Proof of Current Professional Liability Insurance.
- Others materials: Bidders discretion.

Submission Close Date: 4/7/2017

Submissions To: Email or FAX submissions to: anhthun@nhwa.org or (206) 923-6776, Attention: Anhthu Nguyen