



Request for Letters of Interest (LOI) MHTC/009

Psychiatric Residential Treatment Facility (PRTF)

Release Date: September 11, 2025

The Sacramento County Department of Health Services, Behavioral Health Services Division (BHS), is seeking qualified organizations who are interested in operating a 32-bed County-owned Psychiatric Residential Treatment Facility (PRTF) for Medi-Cal beneficiaries up to age 21. The PRTF will provide high quality, resident-centered, culturally relevant, trauma-informed, efficient, effective, and timely inpatient acute and/or residential psychiatric and substance use disorder (SUD) services. This PRTF is intended to reduce out-of-county placement, improve continuity of care for youth with complex needs, and create a sustainable in-county option for high-intensity behavioral health services.

Qualified organizations must meet the following minimum requirements:

1. Must be a public agency or non-profit organization. Single agency responses only. No collaborations, partnerships, multi-agency or fiscal sponsorship responses will be accepted.
2. Must have at least 5 years of recent experience operating and fully staffing a facility for children and youth, through age 21, that provides acute and/or residential inpatient behavioral health services, including psychiatric and SUD services, under the direction and licensure of the State of California Department of Health Care Services (DHCS), or similar regulatory body. "Recent experience" is defined as being within the last 10 years.
3. Must be able to obtain all required licensures, accreditation and certifications to operate and fully staff the PRTF within 6 months of March 2027. PRTF interim regulations are accessible here:
<https://www.dhcs.ca.gov/provgovpart/Documents/PRTF-Interim-Regulations.pdf>
4. Must have the technology infrastructure in place per Sacramento County Department of Health Services guidelines <https://dhs.saccounty.gov/BHS/BHS-EHR/Pages/Avatar.aspx> at the time of first patient admission to successfully bill and claim Specialty Mental Health Services, using Sacramento County electronic health record, SmartCare.
5. Must have, or be able to recruit, staff to meet staffing requirements for a 32-bed facility as designated in the PRTF regulations by March 2027.
6. Must submit a draft annual operating budget, excluding startup costs, using the attached Budget Template (Attachment A).
7. Must be able to meet all Sacramento County contract requirements.



Interested organizations must respond by the due date below using the Letter of Interest (LOI) form below. The form must include your organization's legal name, address, phone number, email address and contact name.

This will be the only advertisement of this public notice, and/or Request for Proposal (RFP) if utilized. The County reserves the right to award a contract to one or more bidders for all or part of these services. In addition, the County reserves the right to cancel this request for LOI and/or issue an RFP for these services, to reject any or all LOI and/or proposals, to issue addendums or supplements, and to determine which LOI and/or proposal shall be accepted. The County reserves the right to request additional information or documents from organizations. If this LOI is cancelled, or no organization is awarded, the COUNTY reserves the right to issue a new LOI at a later date. If necessary, the County reserves the right to reissue the cancelled LOI to only those organizations who have successfully responded to this LOI. Only those agencies that respond to this public notice are eligible to participate in the RFP for these services if an RFP is utilized in the future. Responses are due and must be received by 5:00 PM (PDT) September 30, 2025 by email to MhtcExecTeam@sacounty.gov. Mailed or faxed submissions will not be accepted. Submissions to any other email address will not be accepted. Late submissions will not be accepted.



**Request for Letters of Interest (LOI) MHTC/009
Response Form**

Organization Legal Name: _____

Address: _____

Contact Name: _____

Phone: _____ **Email Address:** _____

I attest that my organization meets the following minimum qualifications related to LOI MHTC/009.

- ☐ Our organization is a public agency or non-profit organization.
- ☐ Our organization has at least 5 years of recent experience operating and fully staffing a facility for children and youth, up to age 21, that provides acute and/or residential inpatient behavioral health services, including psychiatric and SUD services, under the direction and licensure of the State of California Department of Health Care Services (DHCS), or similar regulatory body. "Recent experience" is defined as being within the last 10 years.
- ☐ Our organization can obtain all required licensures, accreditation and certifications to operate and fully staff the PRTF within 6 months of March 2027.
- ☐ Our organization has the technology infrastructure in place per Sacramento County Department of Health Services guidelines <https://dhs.saccounty.gov/BHS/BHS-EHR/Pages/Avatar.aspx> at the time of the first patient admission to successfully bill and claim Specialty Mental Health Services, using Sacramento County electronic health record, SmartCare.
- ☐ Our organization has, or will recruit staff to meet staffing requirements for a 32-bed facility as designated in the PRTF regulations by March 2027.
- ☐ Our organization has attached a draft operating budget, excluding start up costs, using the attached Budget Template (Attachment A).
- ☐ Our organization is able to meet all Sacramento County contract requirements.

Signature: _____ **Date:** _____

Printed Name: _____