



ADDENDUM #2 to RFP#29-27JUL20 – School Based Services

Boone County Purchasing
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BOONE COUNTY, MISSOURI

Request for Proposal #29-27JUL20 – SCHOOL BASED SERVICES

ADDENDUM # 2 - Issued 6/25/20

Prospective offerors are hereby notified of the following revisions to Request for Proposal #29-27JUL20:

1. The **final** deadline for additional questions regarding this RFP is **5:00 P.M. on July 23, 2020**.
2. The RFP will utilize a purchase of service model.
3. The Pre-Proposal Sign-in sheet from the Pre-Proposal Teleconference held 6/25/20 is attached as **Attachment One** to this Addendum.
4. There are technical difficulties in the Apricot System for organizations to access documents in “My Shared Files.” These documents can be found at <https://www.showmeboone.com/community-services/funding.asp>. The Boone County Children’s Services Department is working on resolving this issue.

5. The County received the following questions and is providing the following responses:
 1. Are the services expected to be delivered in the school only or in both the schools and client’s homes?

Response: Majority of program services need to be delivered in schools but could be delivered in client’s homes as necessary.
 2. Can a proposed program provide the crisis intervention, short-term, and long-term service?? So, for example, a client could come to our attention through a crisis and then our worker would continue with that child/family for the next 90 – 180 days?

Response: Yes.
 3. A clinician could provide a combination of therapy and case management...based on the needs of the client/family?

Response: A clinician can provide a combination of services based on client's needs.

4. I understand there is a Pre-proposal conference on June 25. While minutes of the meeting will not be published, I would like to know where the questions asked and answered about the RFP will be posted.

Response: Addendums can be found on Boone County Purchasing Department's website.

5. Are teletherapy companies allowed to respond?

Response: Yes, if the organization meets the minimum eligibility requirements (page 9) and provide desired services outlined in Attachment D.

6. Will more than 1 vendor be awarded?

Response: More than one vendor could be awarded.

7. Is the \$1.5 million proposal based on the organization's operational costs (salaries, fringe, supplies, travel, training etc.) to implement this project, or is the organization contracting for \$1.5 million in proposed services?

Response: The RFP will utilize a purchase of service model. Please refer to the *Developing a Unit of Service Rate* handout located under My Shared Files on Apricot.

8. Will Boone County Services be provided to clients as payer of last resort?

Response: The Boone County Children's Services Fund should always be the payor of last resort as outlined in the *Boone County Children's Services Board Funding Policy* located under My Shared Files on Apricot.

9. Can the County please clarify the statement on page 10 of the RFP, 3.4 Funding Available; "Preference will be given to programs which provide an opportunity for the BCCSB to partner with other funding sources in providing match funding." Is BCCSB looking for the organization to provide match, or looking for collaboration from the funded organization to provide match opportunities to BCCSB?

Response: The Boone County Children's Services Board prefers proposals with diverse funding streams and collaborative efforts.

10. Will teletherapy bids be accepted and considered for the award of this RFP? If so, may I receive the specifications and documents needed to be completed?

Response: Proposal forms in Apricot will allow applicants the opportunity to explain how services will be delivered. Teletherapy may be considered as a portion of program services.

11. Do we need to improve all of the outcomes listed in the RFP or can we select one or two of them?

Response: Each proposed service must include at least one of the common outcomes listed in Section 3.2.4 of the RFP.

12. Do we need to serve all of the school districts in the county?

Response: Yes.

13. Will a list of recommended assessments of program impact be released before the applications are due?

Response: Applicants are expected to identify and propose appropriate assessment tools.

14. What exactly is "service coordination" and what credentials do you expect those staff to have?
- Response:** A definition of service coordination can be found in the RFP and the *Taxonomy of Services*. Organizations may have the opportunity to propose and justify the credentials of individuals delivering service coordination.
15. The RFP is named as one for "school-based services. Must a "school-based " service be delivered on the premises of a school?
- Response:** Majority of program services need to be delivered in schools but could be delivered at client's preferred location.
16. How many providers do you anticipate funding?
- Response:** More than one vendor could be awarded.
17. What services are expected to be provided at each school?
- Response:** Desired services are listed in Section 3.2.3 of the RFP and should meet the identified needs described by the superintendents in Attachment D.
18. Will schools provide office-space for services?
- Response:** This will be determined with each school district if contracted.
19. Would agencies be expected to submit MOUs for the application or complete them after the award?
- Response:** MOUs with the school districts will be developed if contracted. MOUs with additional organizations will be accepted.
20. Has there been an assessment regarding the area's capacity to provide these services in terms of therapists in the pool for hiring (workplace availability)?
- Response:** The BCCSD is unaware of any recent capacity assessments at this time.
21. Are you open to provisionally licensed staff?
- Response:** Yes.
22. How would Boone CSF partner with contracted agencies to make sure this contract is successful?
- Response:** Performance measures will outline expectations of success.
23. Do we provide the entire taxonomy of services or choose which services we will provide?
- Response:** Organizations propose which services from the *Taxonomy of Services* will be provided.
24. When will award announcements be made? If services are expected in the fall of 2020, agencies would need time to recruit staff and ramp up services.
- Response:** Announcements will be made following a thorough evaluation process. You may include recruitment of staff in the proposed timeline.

25. I am reaching out to you in regards to an RFP released in July of 2020 in regards to where the proposal must be submitted. If you could reach back to me at your earliest convenience that would be appreciated.

Response: RFP applications must be submitted through the Apricot System by Social Solutions. Directions for responding to the proposal are explained in the RFP #29-27JUL20 which can be found on the Purchasing Department's website.

26. Can small agencies write the proposal based on clients locally served, but include all the county schools? If they cannot provide services to all school are they able to apply?

Response: Agencies must submit proposals that address the district superintendent's desired needs listed in Attachment D which may include new or existing services. Services are expected to be provided to all Boone County School districts.

27. To clarify, our proposed services must serve all schools in a district, not just several.

Response: The applicant should plan on serving all schools within each district but could change once the MOUs are developed with the school district.

28. So, we list funds received from other agencies but what if those funds don't relate to this new service. Will that be clearly apparent?

Response: Information submitted in the proposal should only be related to the proposed program, not the whole organization. This would include program services and information in the program budget.

This addendum is issued in accordance with the RFP paragraph 1.1(b) and is hereby incorporated into and made a part of the Request for Proposal Documents. Offerors are reminded that receipt of this addendum should be acknowledged and submitted with Offeror's Proposal including the *Vendor Response and Pricing Pages*.

By: Liz Palazzolo
Liz Palazzolo, Senior Buyer
Boone County Purchasing

The OFFEROR has examined **Addendum #2** to Request for Proposal #29-27JUL20 – **School Based Services** receipt of which is hereby acknowledged:

Company Name: _____

Address: _____

City & State: _____

Phone Number: _____ Fax Number: _____

E-mail: _____

Authorized Representative Signature: _____ Date: _____

Authorized Representative Printed Name: _____

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