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ADDENDUM 1

To: All Interested Proposer
From: Lucy Balderama, Procurement Data Analyst
Date: October 18, 2016
Subject: BID #16-062, Drug Court Counseling Services for the Juvenile Probation Department

The Purchasing Department received the following questions:

1. What is the estimated number of youth, ages 14 to 17, who will be referred for counseling services in a given year under this bid?

Response: 24-30 youth

2. On page 10, it states the program design should be no more than a “maximum of 8 months”, but it does not specify how many times these youths will be required to attend counseling related service per week or per month? This makes it difficult to determine what types of resources will be needed. Can you help clarify what would be expected here?

Response: The assessments and all reassessments along with drug screens and information gathered from the team shall contribute to the development of the treatment plan, goals, objectives, interventions, etc...Treatment plans must be individualized to meet the needs identified through an assessment and supporting documentation/information. Additionally, all evidenced based curriculums proposed must be implemented to fidelity.

3. On page 10, 4g it states, “Services hours shall not conflict with school attendance or caregiver’s work schedule.” Does this mean that after hour counseling services and weekend hours will be required?

Response: Yes

4. On page 11, statements 10 through 16, there are numerous documents being listed (i.e., copy of assessment, treatment plans, written plan for handling participant,

written plan for maintaining confidentiality of participants records, methods to be used to measure contract output and outcomes, consultation by counselors with probation officer). My question is do we need to provide all of those documents as attachments at the time of the submission of this application or do we only submit the documents listed on page 21, "F. Application Forms & Certifications" for the submission if this application?

Response: Yes. Please provide all forms requested.

5. On page 11 it states, "III. COST – Administrative expenses, transportation, communication with family, school, travel and straining shall be clearly outlined in the detailed budget proposal submitted as part of this RFP." My questions are as follows: Is this an additional budget to what is already found on page 23, PRICE Sheet & Cost Narrative Section" as found on page 21?

Response: All of the above must be reflected under the administrative expenses line item. Provide a breakdown of the projected costs for that line item.

6. Are the "F. Application Forms & Certifications" as well as "E. costs" as found on pages 21 part of the specified 25-page limit?

Response: No. Page 21 is not included in the 25 page count.

7. Are the "F. Application Forms & Certifications" as well as "E. costs" sections considered part of the narrative or are they separate from the narrative?

Response: No. They are separate.

8. On page 12, its states, "Service providers shall not supplement the contract rate with Medicaid reimbursement or any other reimbursement." I have the following questions:
 - a. Does the billable rates under this contract need to stay exactly along the line of the negotiated Medicaid reimbursement contract rate, or this can this be changed to better fit the needs of delivering services under this contract?

Response: Not necessarily, however, if the service is billable to Medicaid, private insurance, or DSHS, the County will not reimburse for those services.

If the service is being billed to Medicaid or other finding source, the difference between the insurance reimbursement and the vendor charges CANNOT be billed to the County.

If you are proposing additional services outlined in this bid, may not be billable to insurance, you need to describe the service and associated costs.

- b. 2. Do all clients referred by the court need be screened for third party payers under this contract to ensure payer of last resort?

Response: Yes.

9. On page 12, it provides a listing of the contract outputs and contract outcomes that we would be required to report on. Will the juvenile probation department provide any evaluation tools or guidance in this area or must we identify all of the screening instruments to be used to measure performance and evaluate client benefit (See page 12, numbered statements 4 through 7 for more details).

Response: Proposer is responsible for preparing a scorecard to report the outputs/outcomes requested. JPD will work collaboratively with selected vendor to provide recidivism/re-referral data.