



County of El Paso Purchasing Department
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ADDENDA 2

To: All Interested Vendors
From: Oscar Avila, Procurement Data Analyst
Date: January 14, 2019
Subject: RFP 19-011, Secure and/or Staff-Secure Residential Treatment Services for Post-Adjudicated Youth

This addendum has been issued to notify vendors of the following questions received by the Purchasing Department:

1. Is the County of El Paso open to contracting with programs outside the State of Texas?

RESPONSE: Yes, the County is open to programs outside of Texas.

2. What frequency does the County utilize programs that operate at the intensive level of care?

RESPONSE: The frequency of intensive level placement varies, is dependent on each individual case. It is expected that once a child is placed on an intensive level that they will be reassessed while in placement and placed in a lower level of care based on their needs once stabilized.

3. Does the County only place youth in Texas approved Title IV-E facilities?

RESPONSE: No, placement is not restrictive to only Title IV-E facilities.

4. What will be an approximate volume of referrals per each contracted year?

RESPONSE: The County is unable to guarantee a number of referrals per year as the needs of the population varies. However, there is an average placement of 30 youth per year in various facilities.

5. On page 5 of the packet, "Please quote prices and discounts on the following items: F.O.B. El Paso County" Is this just speaking to the solicitation?

RESPONSE: Yes, however this does not apply to the solicitation.

6. In regards to the 1295 form for the previous solicitation, will there be a need to remove that or contact the ethics commission before submitting this new form?

RESPONSE: This is a new solicitation, all forms are to be filled out accordingly.

7. In regards to the ethics training for the previous solicitation, can the affidavit for the new solicitation be signed or will there be a need to redo the training again so that the date of completion is closer to the date that this solicitation is due?

RESPONSE: The online ethics training covers a period of 12 months. If training has been completed within this period of time, there is no need to renew the training. Nevertheless, please ensure the affidavit is signed.

8. The bid opening date is listed as Wednesday, January 24, 2018 in the solicitation document; should this read as Thursday, January 24, 2019?

RESPONSE: The correct opening date is Thursday, January 24, 2019.

9. On the signature page it stated electronic submissions can be CDs, but in the Response Format section it says to use flash drive as stated in the response submission section. There was an inability to locate that titled section. Will it be acceptable to submit the original and 6 CD PDF format electronic copies?

RESPONSE: Yes, electronic copies may be either CD's or flash drives. There must be one original hard copy and six electronic copies.

10. In the Required Format section (pg. 25), it states that the date of the response should be on the cover page. Would that date be when it was signed or the date the solicitation needs to be submitted (January 24, 2019)?

RESPONSE: Date of signature will suffice unless otherwise indicated. For example, instruction state proposal must be in a sealed envelope and marked with the opening date of the proposal which is "Thursday, January 24, 2019"

11. In the Required Format section, it references the Response Schedule form to be the cover page. Is this the same as the Signature Page?

RESPONSE: Yes these are the same.

12. In the Required Format section the Cost has "(sealed)" typed next to it, but within the document there is no statement about sealing the cost as the last solicitation stated. Should the cost be sealed?

RESPONSE: Cost does NOT have to be sealed in a separate envelope. Use price sheet provided.

13. What is the average number of annual referrals over the past 3 years?

RESPONSE: 24 referrals over the past 3 years.

14. What security level is being served?

RESPONSE: Services being sought are primarily for moderate to high risk offenders.

15. What is the percentage of clients that do not speak English?

RESPONSE: In the past two years all clients are able to speak and understand English. However, there may be youth referred whose primary language is Spanish.

16. Are there any physical structures in the County that can be utilized for services?

RESPONSE: There are no structures that can be utilized for services.

17. Does the court utilize visual video options for reviews?

RESPONSE: Yes, there is a capability to utilize Skype.

18. Can the vendor transport clients out of the state? If not, can a grace period be given to get a facility/build a facility?

RESPONSE: The County will transport if necessary.

19. Confirm Family Therapy can be done over phone, family visits?

RESPONSE: Yes, family therapy can be done over the phone, family visits and/or video conferencing.