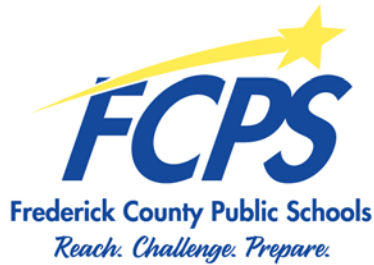


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May 6, 2022

ADDENDUM 1
RFP 22MISC9, Trauma Therapy and Other Related Services

REVISED DUE DATE: May 12, 2022 at 2:00 P.M.

This addendum is being issued to provide additions, corrections, clarifications and answers to certain questions raised referencing the original proposal package and any resultant contracts for the above bid.

1. Please be advised that the due date has been revised. The due date will be May 12, 2022, prior to and no later than 2 P.M., local time at <https://secure.procurenw.com/portal/fcps>.
2. This Addendum includes the following attachments(s):
 - a. Questions Received with Responses (3 pages)

Thank you for your interest in bidding with Frederick County Public Schools.

Kim Miskell

Kim Miskell, CSBO
Assistant Purchasing Manager

KM/kl

Attachment

cc: RFP File

RFP 22MISC9, Trauma Therapy and Other Related Services

Questions Received with Responses

1. Who currently provides the trauma services to students?
Students who will receive services under this solicitation are not currently receiving services.

Is this a new program under this RFP? **Yes.**

Do you anticipate awarding multiple vendors?
It is the intent to award to multiple service providers and professionals.
2. Are there certain agency certifications needed to be qualified for this bid? **No.**
3. Will vendor within a 60-mile radius receive preference? **No.**
4. Are psychiatric services required/preferred?
Psychiatric services are not required/preferred. Please reference questions located in Section II under Services, on the Questionnaire (Agency and Professional).
5. What are the expected years of experience needed for Therapists?
Provider Qualifications can be found on page 37 of the bid solicitation.
6. Please confirm that the "Proof of Certificate of Registry" is the same as "Outpatient Mental Health Clinic (OMHC) License"
No, they are not the same. The "Proof of Certificate of Registry" confirms that your business is registered to do business and is in good standing. To maintain Good Standing status, a registered business in Maryland is required to file annual reports and maintain compliance with any applicable Maryland laws. Failing to do so means that your entity may not be in "Good Standing" which leads to forfeiture. A forfeiture entity may not legally conduct business in the state.
7. Please confirm that "Proof of a business registration with the State of MD Department of Assessment and Taxation" is the same as "Certificate of Status" of Good Standing in the State of Maryland"
Yes, this is the same.
8. Should the following documents be uploaded as one single PDF under "Proposal" in the "3. Questionnaire" section of the portal?
 - a. Signature Acknowledgement Form
 - b. Agency Questionnaire/Licensed Professional Questionnaire
 - c. Certificate of Status of Good standing in the State of Maryland
 - d. Outpatient Mental Health Clinic (OMHC) License**Yes, the above listed items can be uploaded as one single PDF under #3. Proposal in the Questionnaire.**
9. In the RFP, it outlined an instruction to register an intent to bid with the eMMA system of Maryland. ABH has an account with that system but it is unclear if we need to take any further action than to be registered with eMMA. Could you please advise if there are steps involved or a certain registration to be filled out in the eMMA system to submit a bid?
If you are already registered on eMaryland Marketplace Advantage (eMMA) than no further action is required.

1. What funding source is being used for this contract? **This is being funded by grant monies.**
 2. What is the total budget allotted for this contract? **Estimated allocation for trauma therapy is \$300,000**
 3. Will the District consider any redlines/deviations to the contract terms during the negotiation phase? **No**
 4. Are there specific goals or performance metrics that you're hoping to achieve?
Students will be chosen for the service based on uninsured status, reported exposure to traumatic stress, and academic, behavior, attendance or reported mental health challenges. It is hoped that improvements in one or more areas under question three will be achieved. Consents to exchange information with FCPS (as represented by counselors and social workers) will be required in order to enhance continuity of care and connection to other resources.
 - a. What is the baseline data (if not listed in RFP)?
Therapists are required to develop individualized treatment plans and monitor outcomes using reliable and valid measures. The tools they select based on their experience and access to these resources (for example the GAD-7, PCL-5) should be administered at the beginning of treatment to establish a baseline, and at regular intervals to be determined by the therapist.
 - b. How will you evaluate/calculate this performance?
We will look for clinically significant improvement as measured by the therapists' chosen measures for each client, and improvement in one or more of these areas: academic, behavior, and/or attendance. Therapists need not provide details of the results of measures, but will need to indicate quarterly if progress has been made (based on measures and therapist perception). FCPS staff will check grades, attendance, and behavior records.
 5. Do you require resumes of potential contracted therapists/candidates to be included in our submission? We typically include samples as we cannot guarantee the same candidates will be interested if awarded.
Yes. Please provide resumes and/or CV for all staff who may consider this opportunity.
 6. Will invoices be paid via Electronic Funds Transfer, check, or credit card?
 - a. What is the preferred method of payment?
The preferred method of payment is by check.
-
1. How many students have been identified as needing services?
This data is not currently available. Students will be identified to participate under this solicitation on a case by case basis after screening.
 2. What is the current referral process?
Students are internally screened and once eligibility is verified, then a referral form is sent to the provider to ascertain whether the provider can accommodate the request.
 3. What are the preferred credentials for the trauma counselors (LPC, LSSP, LMHC, LCSW, etc.)?
Provider qualifications can be found on page 37 of the bid solicitation.
 4. Will the District consider proposals that include a direct supervisor with a maximum caseload of 50%? **Yes**
 5. Will the District consider proposals for a complete team of professionals that deliver trauma-based services? **No**
 - a. Will the District accept proposals that require a minimum of 5 full-time clinicians? **No**
 6. Page 30 reads "Other providers may become qualified throughout the contract period if it is determined that their services would be beneficial to FCPS." Are these providers required to submit an RFP prior to the deadline?

No. If FCPS identifies a need that can't be met by the awarded vendor(s), then a vendor who could meet those needs would be able to submit a proposal as outlined in this solicitation to be considered for qualification under this bid.

7. Page 37 reads "Fluency in English and another language, particularly Spanish." Are all clinicians serving this program required to be bilingual?

We do require that your agency provide some staff who are bilingual.

8. Page 37 reads "*Outpatient Mental Health Clinic (OMHC) License, where required, issued by the Maryland Department of Health and Mental Hygiene/ Office of Health Care Quality.*" Are OMHC licenses required for this RFP?

If your agency is required by statute or regulation to hold an OMHC license, then it must be provided.

9. How often are supervisors required to have face-to-face meetings with FCPS?

Monthly meetings are required and may be face to face or virtual at FCPS discretion.

10. Are any narratives required beyond what is listed on pages 38-39?

The questionnaire must be completed in its entirety, pages 38-41.

11. Does FCS prefer working with a company who provides psychiatric services?

Psychiatric services are not required/preferred. Please reference questions located in Section II under Services, part iv and iv of the Professional Questionnaire. Kim, let's review this answer.