

Questions/Answers Submitted to RFP Submissions Email

Q: Can a residential treatment provider that does not service arsonists and sex offenders put in for the contract?

A: Yes.

Q: Where may we find more information about the frequency of services that are destined to clients receiving treatment as outpatient, as well as frequency of individual vs. group sessions? Would a same client be referred to Individual Counseling (2010) and to Individual Counseling (6010)? Or would a client on the 6010 track be considered as one with a co-occurring diagnosis?

A: We normally don't have the same client attend both 2010 and 6010, if they have co-occurring disorders, we just refer for 6010. Individual sessions can be weekly, bi-weekly and occasionally monthly. Group is usually weekly.

Q: May we please check that all signatures required on the RFP forms can be electronic and not just on form AO367?

A: Yes – all signatures can be electronic.

Q: I noticed in the services we have to do drug tests and progress reports. We already do those things and would it be sufficient for us to continue our routine services or do we have to use your specific providers for UA and forms for progress reports?

A: You will be doing the UAs or your subcontractor. There is a brief training that your staff will have to go through and is put on by a federal officer. The UA training procedures are also located on our website under Client Treatment/Vendors/UA testing procedures. You can use your own "progress report" (which we refer to as Treatment Plan). A typed treatment plan needs to be done every 90 days and include the items listed in the RFP.

Q: Can you advise if the following request for the proposal attached is for the counties only?

A: Each RFP is different. The geographical area where your facility must be located is listed in each RFP on our website. Some list specific cities and some say any city with a county or counties. You can refer to our website and review the document "Catchment Areas" for each specific area.

Q: I was reading the staff qualifications for the OP RFPs and it doesn't specify the education level for substance abuse services, it just mentions that the clinician must meet the standards of practice established by their state's regulatory board. Does this mean we can staff our clinical teams with unlicensed bachelor's level clinicians who have substance abuse treatment and assessment experience?

A: For **substance use treatment services** performed for project codes **2010, 2020, 2030, 2040,** and **2090** the vendor shall ensure that all personnel meet the following qualifications:

(1) Counselors shall be fully credentialed and maintain compliance with state statutes, regulations, and guidelines in the scope of substance use treatment services.

(2) Provisionally credentialed counselors are to be used only under the supervision of a fully credentialed counselor described in item numbers (1) above, and after obtaining the approval of the CO.

Q: How many clients could be receiving services at any given time? Basically what would the census account to? And is it accurate to understand that the outpatient services are more focus on individual sessions than groups?

A: Please refer to the Estimated Monthly Quantity on the RFP in question. That gives you the estimate of how many units are expected each month. Note that one unit is a half hour. Outpatient services focus on both group and individual. The preferred method of treatment in our district is group counseling and individual substance abuse counseling services are approved on a case-by-case basis.

Q: The RFP reads "Offerors who are currently awarded an agreement with the USPO/USPSO agency soliciting these services, are not required to provide references". Is a vendor, with an existing contract with the USPO/USPSO agency, required to provide references when bidding on a new contract for additional services?

A: In accordance with Section L, if the offeror is currently awarded an agreement with the USPO/USPSO agency conducting the solicitation, the offeror is not required to provide references.

Preparation of Offeror's References - (Attachment D)

The Offeror shall provide three references (Federal, State, or local government agencies and/or private organizations), using Attachment D, for whom the Offeror has provided the same or similar type of treatment and other services identified in this RFP within the past 3 years. Offerors who are currently awarded an agreement with the USPO/USPSO agency soliciting these services, are not required to provide references. Agreements with other federal agencies, even if for same or similar type of services, are required to

provide references. Note: references should not include current USPO/USPSO employees, or other U.S. Courts employees. Provide the name, agency and title, phone number and e-mail address for the contact person. It is the responsibility of the Offeror to notify references the government reserves the right to contact any reference and consider the information provided as part of its responsibility determination.

Q: What does it mean if the EMQ is 1 for 2020 or 2030?

A: The EMQs were calculated as an average over the past six months. We cannot put a value of less than one. Therefore, if the value is a one for 2020 or 2030, it is most likely that those services were not provided during the last six months (and likely the current vendor was utilizing 2010 services instead, due to lack of need for 2020 or 2030).

Q: If we currently hold BPAs with the USPO/USPSO agency in other counties, do we need to provide monitoring reports with our submissions in new counties where we have not provided federal services?

In the BACKGROUND DISCLOSURE the Offeror shall: provide copies of all monitoring/compliance/audit/performance reports for the **previous 24 months** from all federal, state and local agencies. Offerors who are currently awarded an agreement with the USPO/USPSO conducting the solicitation are not required to provide copies of USPO/USPSO monitoring reports. However, the Offeror shall provide copies of all monitoring/ compliance/audit/performance reports for the previous 24 months from other federal, state, and local agencies for similar services provided and/or any and all reports from any other USPO/USPSO agencies within the previous 24 months.

Q: May you please let us know what is your definition of provisionally credential counselors? Would that include individuals who are registered to become certified? Which category are AMFT, ACSW, etc. falling under, considering that they are included within the LPHA (Licensed professional of healing arts) group?

A: Substance abuse counselors do not need a bachelor's degree; they traditionally have CAADAC licensure (or similar).