

RFP 2023-22 Official Responses to Questions

Question #	RFP Section Name	Page	Questions Received in Writing	Responses to Questions
1	V. Scope of Services	7	Will we be working with 15-20 inmates per location?	As there are several components involved- parenting, marriage and family counseling, children’s centers and multiple cycles per facility, it is likely that more than 20 incarcerated individuals will be served throughout the contract duration per facility.
2	VII. Administrative Information	19	What is the Financial CAP of the project	This is a competitive procurement with scoring based on Technical Proposal (65%), Cost Proposal (30%) and Diversity Practices (5%). Bidders are required to submit pricing using Attachment C - Cost Proposal Form . Cost information must not appear in the technical proposal. All cost information must be completely independent as this is reviewed separately. Bidder’s bid price shall be inclusive of all costs including travel, licenses, insurance, administrative, profit, all labor and equipment costs, reporting or other requirements, all overhead costs, and other ancillary costs. Details of service not explicitly stated in these specifications, but necessarily attendant thereto are deemed to be understood by the Bidder and included herein.
3	V. Scope of Services	8-9	Can we work with the family members that are not incarcerated (out in the community).	<p>As Per the RFP, bidder’s should be prepared to propose a plan for working with family members as follows:</p> <p>Individual and family counseling services: Describe the Bidder’s plan to achieve the goals of the family counseling component including the following :</p> <ul style="list-style-type: none"> a. Conducting family needs assessments for participating family members, with the goal of identifying needs in order to provide community referrals for family members. b. Providing family counseling sessions for participants and their family members for the enhancement of communication skills and conflict resolution.

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				<p>c. Mitigating the negative psychological and emotional effects resulting from incarceration.</p> <p>d. Assisting with family re-entry by the creation of a family action plan that promotes supportive and beneficial relationships.</p>
4	V. Scope of Services	7	<p>This RFP mentions Therapy on a few occasions. Is there an expectation to provide licensed therapist, or are we allowed to utilize curriculum based programming.</p>	<p>That is dependent on the curriculum that will be used. If the curriculum is designed to be provided by a licensed therapist, that is who would need to provide it. If the curriculum is designed to be facilitated by qualified, trained staff who are non- professionally licensed therapists, then licensed therapist would not be required.</p>
5	Attachment I – DOCCS Directives		<p>My question concerns Attachment I - DOCCS Directives, although it applies to other aspects of the RFP relevant to program staff.</p> <p><u>Question:</u> Would staff hired by the Contractor to work in the facilities be considered “volunteer paid professionals” or “contractors” as detailed in DOCCS directives 2216 and 4750?</p> <p>To clarify, this does not refer to subcontractors, but rather to Osborne staff implementing the program in DOCCS facilities.</p>	<p>The terms would be interchangeable making them both “volunteer paid professionals” and the “contractor”</p>