



Loudoun County, Virginia

[www.loudoun.gov](http://www.loudoun.gov)

Department of Finance and Budget

Division of Procurement

P.O. Box 7000, Leesburg, Virginia 20177

Physical Address: 1 Harrison Street, S.E., 4<sup>th</sup> Floor, Leesburg, Virginia 20175

July 8, 2020

## NOTICE TO OFFERORS

### ADDENDUM NO. 1

### RFP RFQ 225782

The following changes and/or additions shall be made to the original Request for Proposal (RFP) RFQ 255782 for Coordinated Specialty Care Services. Please acknowledge receipt of this addendum by signing and returning with your proposal.

1. Subsection 4.1 item F. is deleted in its entirety and replaced with the following:
  - F. Contractor shall have five (5) years of experience performing the CSC Services model as described in subsection 5.3 below.
2. Section 5.0 Scope of Services, subsection 5.8, is deleted in its entirety and replaced with the following:
  - 5.8 Contact MHSADS if an assessment yields a different level of clinical service (such as duration of symptoms exceeds 3 years) prior to any changes in treatment; except in a crisis situation. MHSADS may ultimately have Contractor serve individual. When there are discrepancies between the Contractor and MHSADS regarding appropriateness of referrals, MHSADS will make the final decision.
3. The following questions and answers are provided in response to the Request for Proposal.

Prepared By: /s/ Kathleen R. Armstrong Date: July 8, 2020

Acknowledged By: \_\_\_\_\_ Date: \_\_\_\_\_

## QUESTIONS AND ANSWERS

- Q1. Solicitation Subsection 3.4 A. states “MHSADS is the single point of entry for publicly funded mental health, substance abuse, and developmental services. In 2015, MHSADS developed the Linking Individuals and Navigating Care (LINC) Program for Loudoun County which is a Coordinated Specialty Care (CSC) program focused on individuals experiencing first episode psychosis (FEP). It is MHSADS’ expectation to maintain its LINC program and expand the eligibility to serve more individuals.” How does the MHSADS plan to expand the eligibility to serve more individuals?
- A1. MHSADS intends to expand the acceptable diagnoses to serve more individuals as addressed in Section 5.0 Scope of Services, subsection 5.2.**
- Q2. Solicitation Subsection 4.1 B. states “Contractor shall employ and provide clinical staff who are trained in and use motivational interviewing techniques and an evidence based model of behavioral health treatment clinically appropriate for the population the successful offer will treat.” Are Contractors responsible for the specified training of its staff?
- A2. MHSADS is requiring Contractors to provide the training specified in Subsection 4.1 B to their staff.**
- Q3. Solicitation Subsection 4.2 A. states “Contractor staff shall include: Licensed Therapist - to provide individual and group Resilience Training. Could the Contractor provide a licensed team lead to oversee non-licensed clinicians?
- A3. Yes, a licensed team lead will fulfill the Licensed Therapist requirement.**
- Q4. Solicitation Subsection 4.2 C. states “Contractor staff shall include: Certified Peer Specialist - to collaborate and assist with Wellness Recovery Action Plan (WRAP), Whole Health Action Management (WHAM) and other peer recovery interventions.” If a peer specialist is eligible for certification and is actively working towards full certification within a year, is this acceptable?
- A4. The peer specialist assigned to this contract must be certified or the peer specialist assigned to this contract must be eligible for certification and will obtain the required certification within six (6) months from the hire date.**

Q5. Solicitation Subsection 5.2 states "Provide CSC Services via the MHSADS's LINC Program, to include First Episode Psychosis, Affective Disorders, Other Unspecified Schizophrenia Disorders, and Other Psychotic Disorders for individuals fifteen (15) to thirty (30) years old."

- a. Can the County clarify eligible diagnoses?
- b. Does this include individuals with affective disorders without psychosis?
- c. First episode psychosis is also listed separately. Can the County clarify that this is a first episode program and the Contractor needs to serve individuals who have started having symptoms within the past three years?

**A5.**

- a. MHSADS intends to expand eligible diagnoses to include effective disorders with psychosis which would include Major Depressive Disorder with psychotic features and Bipolar Disorder With Psychotic features. Symptoms need to have started in the past three years.**
- b. This does not include individuals with affective disorder that do not have psychotic symptoms.**
- c. LINC is a first psychotic episode program and symptoms must have started within the past three years.**

Q.6 Solicitation Subsection 5.30 states "Ensure capacity to serve 80 individuals in the CSC Services program." Does this mean that the program will serve 80 individuals at the same time with current staffing levels?

**A6. MHSADS' expectation for the program is to serve a minimum of 50 individuals and up to 80 individuals concurrently.**

Q7. References are mentioned in two places in the Solicitation as follows:

Subsection 8.4.B. References: "Special notation must be made of similar or related programs performed and must include organization names, addresses, and name of contact persons, and telephone numbers for such reference. Provide a minimum of three references."

Subsection 9.9 References: "All offerors shall include with their proposals, a list of at least three (3) current references for whom comparable work has been performed. This list shall include company name, person to contact, address, telephone number, fax number, e-mail address, and the nature of the work performed. Failure to include references shall be cause for rejection of proposal as non-responsible. Offeror hereby releases listed references from all claims and liability for damages that result from the information provided by the reference. "Can the offeror use as references

persons involved in the current CSC program being offered? Can the offeror use references who may not be recipients of comparable work that has been performed, but have direct experience working with the offeror and can speak to the quality of comparable work?

- A7. The offeror may use as references persons currently involved in the CSC program being offered. However, the offeror will not be able to provide a reference that has not been a recipient of comparable work that has been performed; since that reference would not have direct experience working with the offeror providing comparable work and will be unable to speak to the quality of the comparable work being performed.**