



County of El Paso Purchasing Department
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ADDENDUM 1

To: All Interested Bidders

From: Linda Mena, Inventory Bid Technician

Date: December 2, 2010

Subject: RFP # 10-087, Multi Systemic Therapy for Juvenile Probation
Department

The Purchasing Department received questions relating to the above referenced RFP; below are the responses to the following questions:

1. How many youth does the Department envision serving under MST services?
The department is envisioning 30-35 families will be serviced under MST services.
2. Page 10, Section II. Other Requirements: This section indicates that the vendor must be licensed by MST to provide services. If a bidder is providing MST as a subcontractor with an entity can we provide copies of our agreement with that entity?
Service providers must be fully licensed through MST and not a subcontractor in order to ensure fidelity to the programmatic models of MST.
3. Page 11, Cost: Bidders are to indicate a daily rate. Will the daily rate be billed on a youth from the date the youth enters the program until the youth completes the program? **Yes, billing will begin when services are started and commence when the family has been terminated and/or complete services. Billing shall be conducted on a monthly basis.**
4. Page 16, indicates the vendor will provide both annual and semi-annual financial statements. Can the semi-annual statements be unaudited as long as the annual statements are audited by an independent certified accounting firm?
Yes

5. Page 19, indicates that we should identify the therapists. If the positions are vacant and will be hired, should we include a job description? **Yes, if a position is current vacant a job description may be provided. Once the therapist is hired the individual would need to be identified and licensure(s) and credentials provided.**

6. Page 20, Proposal submission: It states the proposals should be submitted unbound. Can we put a binder clip to keep the copies separated? **Yes**

7. If we filed a CIQ within the last 3 months do we need to file another CIQ?
No, if the same employees are listed on page 29 of this RFP.