



County of El Paso Purchasing Department  
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## ADDENDUM 2

**To:** All Interested Proposers

**From:** Linda Mena, Inventory Bid Technician

**Date:** August 25, 2010

**Subject:** RFI # 10-058, RFI for Multi-Systemic Therapy and Functional Family Therapy

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

1. The cover page to the RFI states that "Said contract shall be let to the best qualified..." Page 5, second paragraph entitled Introduction indicates that the RFI responses will be evaluated to determine the feasibility of issuing a RFP. Will the county select a provider based on the RFI responses received or issue a subsequent RFP for these services?

The County will not select a provider based on the RFI. There is an omission error from the template form. The responses received from the RFI process will determine if an RFP will be issued.

2. Are these services currently provided within the county? If so, who is the current provider?

The RFI was issued in an effort for the Juvenile Probation Department to identify provides currently licensed to provide Multi-Systemic Therapy and/or Functional Family Therapy. According to the MST website <http://www.mstservices.com/> there are no licensed current providers/teams licensed in El Paso County. According to the Functional Family Therapy website <http://fftiinc.com/sites> there are no current licensed providers/teams in El Paso County.

3. Page 5, third paragraph entitled Background states that the Department averages approximately 3,000 referrals per year with an average adjudication rate of approximately 800 offenders. How many youth does the Department envision serving under both FFT and MST services?  
The average number of youth/families anticipated to be provided with Functional Family Therapy during the fiscal year is 75. The average number youth/families to be provided with Multi-Systemic Therapy for the fiscal year is approximately 40.
4. What is the anticipated contract amount(s) for both FFT and MST services?  
Contracted amount will be dependent on service delivery and budget submitted by provider substantiating the cost of the service.
5. Both MST and FFT are evidence based treatment models that require a minimum of a "team" of therapists. Will the Department have sufficient resources to refer the minimum number of youth to support a team under each type of model?  
As indicted above the department is anticipating providing FFT services to approximately 75 youth/families and is estimating that approximately 40 youth/families will receive services through MST. The Department as indicated in the RFI receives approximately 3000 referrals each year. There are approximately 800 youth under formal probation annually.
6. If a bidder is responding to both the MST and FFT services would they prepare two separate responses each limited to 25 pages? Are the required forms included in the 25 page limit? Are attachments such as audited financial statements (which exceed 25 pages) included in the 25 page limit?  
A provider wishing to submit a bid for both MST and FFT the packets should be submitted separately and each proposal should not exceed 25 pages excluding attachments and required documentation.
7. Page 10 indicates that the bidder must identify the estimated cost to provide services per child per month. Is there a specific budget template to be used or simply an amount?  
The majority of funding for MST and FFT cases is usually based on case rates or annual program support funding in lieu of billing mechanisms that track contact hours therefore a cost per child/family is requested. Provider should also identify any methods of cost reimbursements from clinical activities as well as identify how the rate was determined i.e. includes assessments, non-traditional services, therapeutic services, mileage, etc.
8. If awarded a contract, will the provider be allowed to participate training provided by the county to juvenile services staff?  
Yes, providers will be required to attend some mandatory training (i.e. abuse, neglect exploitation). Providers will also be provided with a departmental training calendar and allowed to sign staff up for available trainings (space limited). Providers awarded a contract may also be asked to provide training regarding services they are providing to the Department.