



County of El Paso Purchasing Department
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ADDENDA 1

To: All Interested Vendors

From: Claudia Parra, Procurement Data Analyst

Date: March 4, 2022

Subject: RFQ 22-015 Adolescent Sexual Behavior Therapy for the County of El Paso
Juvenile Probation Department (re-solicitation)

This addendum has been issued to notify vendors of the following questions:

1. How many counselors are we required to have, what are the positions needed?

Response: **Therapeutic and evaluative services must be performed directly by a Licensed Sex Offender Treatment Provider (LSOTP) and/or Affiliate Sex Offender Treatment Provider (ASOTP) who has been qualified and experienced in conducting assessments and treatment for sex offenders in accordance with the Texas Occupations Code, Chapter 110 and is being supervised by an LSOTP. The County currently has two providers and is seeking to expand its network of Sex Offender Treatment service providers. The number of counselors will vary on the number of referrals sent by the JPD. The County is unable to guarantee referrals. Providers must have the flexibility to meet the demand as it varies depending on law enforcement referrals and court dispositions. Proposers can outline their capacity based on their respective staffing.**

2. What's the average number of patients we are going to see per month /per day?

Response: **Six (6) to ten (10) per month; however, it will fluctuate depending on the number of referrals received at Adjudication.**

3. Are we required to have the location ready, or will we have time to setup the location after the solicitation's been awarded? If so, how many days will we have to setup the location?

Response: **Yes, the location should be available prior to contract being issued.**

4. Any location specs, minimum rooms, distance from the court, zoning?

Response: **Location must be within El Paso County** and must be able to accommodate for group and individual service delivery. In addition, accommodations to provide services in separate rooms based on development age or special needs should also be considered.

5. What would be the starting date if the solicitation has been awarded?

Response: **A start date will be determined during the negotiation of contract and approval of Commissioner's Court.**

6. In how many days will the payment be deposited after submitting the invoice?

Response: **The Juvenile Probation Department receives an invoice from the proposer. The Department will verify the services performed by the proposer through the department's authorization of service contract and all supporting documentation. The Department will then process the invoice for payment through the County Auditor's Office within forty-five (45) days of receipt. The County Auditor's Office will generate a check and mail to the proposer after Commissioner's Court approval. Payment for services with state funds will be identified on the check with a note "TJJD (Texas Juvenile Justice Department) STATE FUNDS".**

7. Is this RFQ to provide these specific services within the department, there in El Paso, or is this for residential treatment facilities that provide these services at their facilities for youth placed by El Paso County Juvenile Probation Department?

Response: **The El Paso County Juvenile Probation Department "JPD" is seeking proposals from qualified individuals/companies to provide therapeutic services for youth in the El Paso County community. Additionally, aftercare services will be provided by the qualified agency to youth that have been placed in a Residential Treatment Facility and successfully discharged back into the community.**