

MULTICULTURAL WELLNESS PROGRAM RFP QUESTIONS & ANSWERS

The following are answers to questions that were posed by prospective applicants:

1. Is the service vehicle a part of this RFP funding? What if we already have a vehicle we can use?

Yes, the vehicle is included in the funding. If you will be using a vehicle you already have, we ask that you provide us with information on the availability for this specific project and how you will manage its shared usage with other programming at your agency.

2. What if we don't have a building/service site secured or if there is no building available?

We do ask that agencies applying for the Lead Agency role have possibilities identified at the time of the proposal submission. We encourage you to also consider shared spaces or a partnership with an established community agency that already has space if identifying a new building is a challenge.

3. How far north on the coast do services have to be provided?

The Coastside service area includes as far north as Montara and as far south as Pescadero.

4. If we have an office in Half Moon Bay and the Lead Agency has an office in Half Moon Bay, where do the services take place?

The Lead Agency will be identifying potential central location/space for these services. Final decisions and collaboration on this and other services can be determined after the contract(s) are executed and during the start-up phase of the project.

5. If we are applying for 2 service categories, do we have to submit 2 proposals and you 2 budgets?

You can submit one proposal that would provide one set of general information (such as agency history, etc.). However, when it gets to the services, you would need to separate out the two categories and explain your plan for service delivery in each category. You can have 15 pages per service category to detail your plan. However, you cannot combine both service categories into one budget. You must separate the services into 2 distinct budgets and submit those with your proposal.

6. Under Tab 1, it seems to ask for the size of the agency in a couple of ways. Do we need to respond more than once as to the size of the company?

No, once is enough.

7. Are the list of training topics in Tab 3 required?

Yes.

8. Why does the RFP state a term and then an option to renew?

The term is based upon available funding that we have at the time of the RFP release. We state an “option to renew” that is contingent upon if the funding is to continue and is also contingent upon program review and division approval (meaning the Director of BHRS approves that the services can continue).

9. The RFP asks for resumés of the staff. What if we haven't hired anyone yet?

Then you need to include the job descriptions for those you haven't yet hired.

10. Where is crisis intervention provided? Are proposers that do have the capacity to provide crisis intervention supposed to take this on?

The expectation is that the Lead Agency will work with BHRS to develop a plan to triage clients that have been determined to need longer term services and are seriously mentally ill clients. The expectation is that the Lead agency and/or MH providers will triage and bridge the client to supports to address any crisis concerns but not necessarily provide the long-term care.

11. Can you explain what you mean by “co-locations” for service delivery?

This is a strategy recommendation that came out of the needs assessment conducted for the development of this project. Community members discussed some spaces in the community they frequent where they feel safe and that they trust (e.g. faith-based organizations, schools, housing complexes). As appropriate, services such as psychoeducation, groups, etc. can be provided in these spaces.

12. What is the definition for short-term vs. long-term treatment? Is a 90-day substance use program where individuals may be coming in and out of treatment considered short-term?

The term “short-term treatment” was intended for mental health services. Substance use programs are based upon medical necessity and are not held to the short-term treatment model. For the purposes of this RFP, short-term mental health treatment is typically 8-12 weeks. Any individual requiring ongoing or more intensive treatment for a severe mental health challenge should be appropriately linked to BHRS for treatment.

13. Should we include any anticipated sub-contractors in the proposal?

If applicable, only within the service area you are applying for. The RFP was designed for agencies to apply independently for the service area they are interested in providing.