



Analysis of County Mental Health Services Act

Workforce Education and Training Programs

Request for Application (RFA) # 15-6241 Questions and Answers

Question 1: For Attachment 3, Applicant References, are references required for projects completed by the organization/firm or proposed personnel? If references are required for proposed personnel, should two references be provided for each proposed personnel?

Answer: The applicant refers to the organization/firm submitting the application. As stated on page 8, the two professional references should describe the applicant's ability to engage in activities outlined in Section B "Purpose and Description of Services" and Scope of Work in Attachment 7, Sample Research Agreement of this RFA. The applicant's references should be for similar types of services performed for other entities within the last four years, as stated on Page 18 of the RFA.

Question 2: Page 7 of the RFA states "the period of this Research Agreement will be from October 1, 2015 through October 1, 2016." While page 9 of the RFA states the Proposed Research Agreement Start Date is November 23, 2015. Please confirm the agreement start and end date?

Answer: There was an error in the RFA. OSHPD issued an addendum which corrects this error. As stated in the addendum, the research agreement will be from December 1, 2015 to December 1, 2016.

Question 3: Attachment 5, Sample Rate Proposal Worksheet: Can we add additional Personnel in the worksheet, if needed?

Answer: Yes. Additional personnel can be added to any deliverable on the Sample Rate Proposal Worksheet.

Question 4: Is there an incumbent?

Answer: OSHPD does not clearly understand the question provided. Please clarify and bring the question to the Bidders' Conference scheduled on September 15, 2015 and OSHPD will address this question at that time when further explanation on the question is provided.

Question 5: For the secondary data analysis, what is the frequency of the reporting? At what level is the reporting? Is it at the county-level or Department level reporting?

Answer: The frequency of reporting for county documents referenced as part of the secondary data analysis varies by report type from yearly to every three years. The information referenced in the secondary data analysis is reported by each county. There is no consistent frequency in reports from non-government entities.

Question 6: In what format does the secondary data exist?

Answer: The format of the secondary data may vary from PDF to Excel. OSHPD does not hold the secondary data and thus the secondary data will have to be gathered by the Contractor from either county entities, the Mental Health Services Oversight and Accountability Commission, the Department of Health Care Services, and any non-government entity who may have written reports of summaries of County WET programs.

Question 7: Has OSHPD identified the metrics to determine which WET programs meet the criteria as defined in the RFA? For example, have metrics been developed to determine which programs are “being implemented by multiple counties, having common or similar expected outcomes, are far enough along in implementation to support an effective evaluation, and are effectively addressing public mental/ behavioral health workforce issues”?

Answer: No. These metrics will have to be developed by the contractor with approval by OSHPD. However, as stated on page 30 of the RFA, OSHPD will be actively engaged with the Contractor throughout the contract.

Question 8: Is there a desired timeline for each of the deliverables or will this be at the recommendation of the contactor?

Answer: The timeline for each deliverable will be at the recommendation of the Contractor but all deliverables must be completed by the end of the Contract term of December 1, 2016.