



**DISTRICT OF COLUMBIA DEPARTMENT OF MENTAL HEALTH CONTRACTS AND
PROCUREMENT SERVICES**

64 NEW YORK AVENUE, 2ND FLOOR, WASHINGTON, DC 20002

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January 3, 2013

FACILITATION AND CONSULTING SERVICES
REQUEST FOR PROPOSAL (RFP)
AMENDMENT NUMBER ONE (1) – RM-13-RFP-060-FC-BY3-SC

TO PROSPECTIVE OFFEROR:

The above-reference Request for Proposals (RFP) is hereby amended as follows:

The date for submission of RFP is corrected from **“WEDNESDAY, JANUARY 4, 2013” TO “FRIDAY, JANUARY 4, 2013 at 2:00pm (est).**

Sections C.3.1.2, C.3.18 and F.5.7 shall be DELETED in its entirety as the Program has determined that no funding towards these meetings shall be part of this RFP. A revised B.3 Schedule B Pricing Sheet, Page 4 is attached and shall replace the previous sheet that included the SAMHSA SOC Meeting timeframe which has been removed.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED

Only one copy of this amendment is being sent to potential Offerors. Offerors shall sign below and attach a signed copy of this amendment to each proposal to be submitted to the place specified for receipt of proposals. Proposals shall be mailed or delivered in accordance with the instructions provided in the original RFP document. In the event your proposal has been previously deposited with the Department of Mental Health, Contracts and Procurement Services (DMH/CPS), submit this amendment in a sealed envelope, identified on the outside by the RFP number and submission date. This amendment together with your Proposal must be received by the DMH/OCF no later than the date and time for closing.

Failure to acknowledge receipt of Amendment One (1) for solicitation #RM-13-RFP-060-FC-BY3-SC may be cause for rejection of any proposal submitted in response to the subject RFP.

Signed:


Samuel J. Feinberg, CPPO, CPPB
Director, Contracts and Procurement
Agency Chief Contracting Officer

Amendment Number One (1) is hereby acknowledged and is considered a part of the Proposal for RM-13-RFP-060-FC-BY3-SC.

Signature of Authorized Representative

Date

Title of Authorized Representative

SECTION B: SUPPLIES OR SERVICES AND PRICE

B.1 PURPOSE OF CONTRACT

The District of Columbia, Department of Mental Health (DMH) has an immediate need for a Contractor with experience in the planning, development and grant writing services for previous Substance Abuse and Mental Health Administration (SAMHSA), Center for Substance Abuse Treatment (CSAT) and Center for Mental Health Services (CMHS) Grants. In addition, Contractor also shall have experience in providing Implementation Based Strategic Planning assistance and facilitation through both on-site and electronic modalities.

B.2 CONTRACT TYPE

The District contemplates awarding a Firm Fixed Price Contract.

B.3 SCHEDULE B – PRICING SCHEDULE-BASE YEAR

(A) Line Item No.	(B) Services	(C) Quantity	(D) Hourly Rate	(E) Extended Price
0001	Facilitation Services – Preparation for meetings; Debriefings and follow up documentation.	<u>144</u> # Hours	\$ _____	\$ _____
0002	Consultation Services - System of Care Implementation; Managed Care Organization Contract; Development of Written Reports, Summaries and Reviews.	<u>90</u> #Hours	\$ _____	\$ _____
0003	Hotel & Meals – (2013 Jan/Feb-\$183+\$71=\$254; Mar/June-\$224+\$71=\$295; Jul/Aug=\$169+\$71=\$240; and Sept/Dec=\$226+\$71=\$297 (Per Diem Rates for DC attached)	<u>28</u> #Days	\$ _____	\$ _____
0004	Airfare & Ground Transportation Trips	<u>14</u> #Trips	\$ _____	\$ _____

GRAND TOTAL \$ _____

Name of Contractor

Name and Title of Person Authorized to Sign for Contractor

Date