



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

July 23, 2009

**JAIL LIAISON SERVICES
AMENDMENT NUMBER 1
RM-09-RFP-118-BY4-VM**

TO ALL PROSPECTIVE OFFERORS:

Answers to questions submitted by prospective Offerors.

**THE CLOSING DATE AND TIME FOR THIS RFP HAS BEEN EXTENDED TO
AUGUST 11, 2009 AT 2:00 P.M.**

Question No.	RFP Section	Question
1	Schedule B, Page 4	Is the "Maximum Quantity" 150 referenced on Schedule B, page 4 the total number of Consumers to be served or is it per Contractor?
DMH RESPONSE: The maximum quantity of Consumers to be served under this project is a total of 150. DMH expects each Contractor to identify and provide their maximum number of Consumers that their Core Service Agency (CSA) can accommodate based upon their proposed budget.		
Question No.	RFP Section	Question
2	C.1.1	Is Seriously Persistent Mentally Ill (SPMI) a sub-category?
DMH RESPONSE: Comprehensive mental health services shall be provided to Consumers who meet the guidelines under the MHRS standards and the criteria for Jail Liaison Services.		
Question No.	RFP Section	Question
3	C.1.2	Reference is made to "liaison at the jail" however, under C.9.2 additional referral acceptance places are named, will referrals be accepted at the jail or is it all inclusive as referenced in C.1.2?
DMH RESPONSE: The goal is to provide mental health services to those individuals exhibiting the most need. Referrals can come from the jail. However, referrals can come from those		

Consumers referred through the Re-entry Program which shall include Consumers referred from the Bureau of Prison and Court Services and Offender Supervision Agency (CSOSA). These Consumers may reside in halfway houses or homeless shelters. In some cases, the Contractor may identify a direct referral to their program that meets the criteria for the Linkage Plus program. All referrals must come through D.C. Linkage Plus.

Question No.	RFP Section	Question
4	C.9.2	Will these referrals be going through the Friday meeting? Will referrals come directly from DMH or through the jail?

DMH RESPONSE: Referrals shall be made through the Friday meetings. However, depending on the immediacy of the situation, referrals can be initiated prior to the Friday meeting. Referrals can come from the Jail Liaison, the Re-entry Coordinator, D.C. Linkage Plus Program Director and/or the Forensic Coordinator and the CSA Jail Liaison can identify a direct referral from within the Contractor’s program who meets the D.C. Linkage Plus criteria.

Question No.	RFP Section	Question
5	N/A	Is there a linkage between Unity Health Care and the Contractor? Does the Contractor have to have a relationship with Unity Health Care since they are the liaison at the jail?

DMH RESPONSE: Unity Health Care is the mental health provider at the Department of Corrections (DOC). In order to facilitate continuity of care for Consumers receiving treatment at the jail, the CSA shall work closely with the mental health provider and DOC staff to ensure effective transition to the community.

Question No.	RFP Section	Question
6	C.1.3 and C.6.1	A question about coming in contact with the Criminal Justice System?

DMH RESPONSE: The last sentence under C.1.3 is incorrect. Consumers referred to the program can be pre-trial, post-trial and/or possibly under community supervision. The focus shall be that Consumers referred to the program with an SPMI or Post Traumatic Stress Disorder (PTSD) have had numerous incarcerations with a poor history of compliance with mental health treatment or be a Consumer with a long history of incarceration requiring connection to mental health services that shall support their return to the community and prevent further risk or re-involvement in the criminal justice system.

Question No.	RFP Section	Question
7	C.5.2	What is the definition of “a licensed professional?”

DMH RESPONSE: A qualified practitioner can be a licensed professional (such as a licensed counselor, licensed social worker or licensed psychologist).

Question No.	RFP Section	Question
8	C.5.18	What is the definition of "Core Competency and Services?"

DMH RESPONSE: Core competencies are skills and knowledge necessary to perform jail diversion services. They include interviewing and service, knowledge and skills working with individuals involved in the criminal justice system. This would include the training that the CSA's identified in their MHRS application to ensure that all staff members have regarding their agency, services provided, ethics and cultural competency as well as some training regarding working with this specialty population.

Question No.	RFP Section	Question
9	C.7	What is the definition of "intellectual disability"? Does the Consumer have to meet one or all eligibility requirements for the program? Is PTSD considered SPMI? For the Eligibility Criteria – Is the criteria for one, some or all or a combination thereof?

DMH RESPONSE: Intellectual disability describes individuals that may have some cognitive deficits as a co-occurring disorder along with mental illness. As it relates to Eligibility Criteria – the Consumer must be 18 years or older, meet the MHRS requirement for services and be a resident of the District of Columbia. In addition, any combination of the other four criteria will make them eligible for the program. The diagnosis of SPMI and PTSD can meet DMH's requirement for services.

Question No.	RFP Section	Question
10	C.11.2	What is the definition of "transition plan"?

DMH RESPONSE: This is changed to read an "individual recovery plan (IRP)" that should be monitored quarterly...

Question No.	RFP Section	Question
11	C.5.13	Do we need weekly or monthly reporting?

DMH RESPONSE: DMH requires a verbal weekly update of the new referrals regarding whether Consumers kept their initial appointments. An e-mail or fax report is expected by Thursday, 1 P.M. if the liaison is unable to attend the Friday meeting. A monthly report is


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required with information as stated in Section C.5.12 on the D.C. Linkage Plus Monthly Report Form.		
Question No.	RFP Section	Question
12	C.5.17	Do you need both reports?
DMH RESPONSE: DMH requires both reports. One report is a brief and informal weekly report. The second report is a formal monthly report.		
Question No.	RFP Section	Question
13	Section C.5.2	Is the licensure to be for the individual or the Contractor?
DMH RESPONSE: The CSA is the Contractor and the individual providing the services can be a qualified licensed professional.		

NO FURTHER QUESTIONS SHALL BE ACCEPTED AS THEY RELATE TO THIS RFP. ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR PROPOSALS REMAIN UNCHANGED.

Only one copy of this Amendment is being sent to prospective 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. In the event your proposal has been previously deposited with the Department of Mental Health, Contracts and Procurement Administration (DMH/CPA), submit this signed Amendment in a sealed envelope, identified on the outside by the RFP number and submission date. This signed Amendment must be received by the DMH/CPA no later than the date and time for closing.

Failure to acknowledge receipt of Amendment Number One (1) for Solicitation Number **RM-09-RFP-118-BY4-VM** may be cause for rejection of any bid submitted in response to the subject RFP.

Signed: 
 Samuel J. Fernberg, CPPO, CPPB
 Director, Contracts and Procurement
 Agency Chief Contracting Officer

Amendment Number One (1) is hereby acknowledged and is considered a part of the Offer for Solicitation Number **RM-09-RFP-118-BY4-VM**.

 Signature of Authorized Representative

 Date

 Title of Authorized Representative

 Print or Type Name of Offeror