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ADDENDUM

To: All Interested Proposers

From: Erin Silva, Purchasing Manager

Date: March 27, 2019

Subject: Request for Proposal RFP #19-002 “Crisis Intervention Team External Evaluation Services” **Addendum II**

This addendum includes responses to all questions submitted as of Friday March 20, 2019

Reminder: RFP due April 22, 2019

Except as otherwise stated below and by any previous and subsequent Addenda, the above referenced Request for Proposal (RFP), remains unchanged. Furthermore, this Addendum is hereby made part of the contract documents.

Any questions or additional information required by interested vendors must be emailed to bidquestions@ehnel Paso.org . RFQ number and title must be on the “Subject Line” of the email. Attempts to circumvent these requirements may result in rejection of the proposal.



Emergence Health Network

El Paso Center for Mental Health/Intellectual Disabilities

RFP No. 19-002

Crisis Intervention Team External Evaluation Services

The queries raised by the bidders via subsequent emails up until March 20, 2019.

- **Question:** What is the estimated budget or contract value? Is there a cap on the contract value?
Reply/Clarification: Estimated budget \$100,000 - \$200,000
- **Question:** Does the baseline sample contain all persons with mental illness in the county? Do you have an estimate of the sample size?
Reply/Clarification: No, baselines are derived based on the variables provided in the RFP on pages 4-5. A sample size has not been determined for said variables.
- **Question:** For the quantitative analysis, is there any scope of accessing comparable administrative data from other counties to serve as a comparison group? If yes, are there any specific counties of interest to compare against?
Reply/Clarification: While it is not a requirement of the RFP, it would be a point of interest for EHN and the local criminal justice stakeholders.
- **Question:** For linking data across sources, would there be common identifiers provided in the data? Or will EHN assist in getting the agencies to do the merging across data sources before it can be accessed by the evaluator?
Reply/Clarification: There will be limited common identifiers from law enforcement data. EHN will work with selected vendor to collectively obtain permission for evaluator to access from different data sources.
- **Question:** Is there an anticipated budget or budget range for the evaluation services?
Reply/Clarification: Estimated budget \$100,000 - \$200,000
- **Question:** Are there budget restrictions in regard to allocations within budget categories or indirect rates?
Reply/Clarification: Yes, we do have internal budget restriction within budget categories, however it should not affect the amount of the contracted service fees, and any forecasted indirect rates or expenses should be identified in the RFP so they can be properly approved and budgeted in the corresponding categories.
- **Question:** Page 5 of the solicitation states "*The Contractor will work with the Evaluator to ensure access is permitted through the execution of data-use agreements or business associate contracts*" - It is our experience that data use agreements with criminal justice

and health agencies can take up to months to execute. In order to achieve the baseline data reporting milestone, agreements would need to be established immediately upon award. Are data-use agreements with relevant partners in place or is this anticipated as part of the scope of work for the Evaluator?

Reply/Clarification: Data use agreements are currently not in place, while some unidentifiable data is currently being shared. It is anticipated that a data-use agreement will need to be executed to formalize data sharing.

- **Question:** Will the Evaluator have access to identifiable information on community members served through the CITs and first responders as part of the evaluation in order to collect quantitative and/or qualitative data?

Reply/Clarification: It is anticipated data provided to evaluator will be unidentifiable.

- **Question:** Beyond impact, are there other evaluation questions EHN hopes to address through the evaluation? For example, questions focus on implementation or collaboration within the network.

Reply/Clarification: EHN may address a possible phase II to the CIT program, in which case they may require consulting from Evaluator on implementation.

- **Question:** When did the City start using CITs?

Reply/Clarification: The CIT program was fully operational beginning February 2019.

- **Question:** Should Proposers adjust the overall project timeline according to the adjusted proposal timeline?

Reply/Clarification: Yes.

- **Question:** The proposal deadline is still listed as 3/14/2019 on the EHN Procurement website. To confirm, is the new deadline 4/22/2019, the date listed in Addendum 1?

Reply/Clarification: RFP Due date is April 22, 2019 by 3:00 PM MST. Responses may be delivered to 9609 Carnegie Avenue, El Paso TX. T9925, or it can be emailed to: rfp@ehnel Paso.org

- **Question:** Are CITs deployed citywide or within certain areas of the city?

Reply/Clarification: CIT is deployed citywide.