

RFP #044: Kings County Drug Court Treatment Services Q&A

1. For the Narrative Description, it says that all applicants must submit a narrative description of no more than 4 pages (except for requirement #11) Can you tell me what requirement #11 is and where we would be that answer should we need to include it?
 - A. *Requirement #11 should instead refer to VIII (b), Project Resumes, which are excluded from a page limit.*

2. Is the OASAS provider providing treatment to individual persons at BTC? And following this, if we are, are we billing for these services? The way I read it is that we are providing extra Mental Health support to BTC to improve its services delivery and outcomes by training the staff and using other evidence based treatment with its providers and clients. In this case, there is no Medicaid or Managed Care billing and it is not a satellite of the prime location, correct?
 - A. *The purpose of the grant is to provide housing support as well as comprehensive substance use and mental health treatment to participants in the Brooklyn Treatment Court. The selected applicant will budget grant funds to fund the costs of staff who will provide the services outlined in the RFP. The costs to train staff, provide training and purchase supplies can be incorporated into the budget. The services solicited in this RFP do not include direct treatment services.*

3. For the budget, it states that the lowest budget gets scored the highest points. However, it does not say how many staff members should be located within the courts. We would like to optimize the amount of staff and use a large portion of the budget to ensure that we can be in every court and maximize our ability. However, if the lowest budget wins, then should we only put one staff member and come in with a low budget? I believe using the money effectively and not only looking at the lowest cost is the best, but do not want to loose points because another agency has less staff than we do.
 - A. *To clarify, the portion of the total score allocated to cost is **30%**, with the lowest cost applicant receiving full points and all other applicants receiving a proportionate percentage thereof according to the formula articulated in Section VII. Award Selection Criteria and Method of Award. **70% of the total score for an application is allocated to technical criteria.** The RFP does not mandate specific staffing. Proposers are encouraged to create staffing plans sufficient to provide services effectively.*

4. Where are the staff members within the courts located?
 - A. *Brooklyn Treatment Court is located at 320 Jay Street, Brooklyn, New York.*

5. Our questions regarding Attachment 1:
 - o Can we assume that the Recycled Products does not apply as the bid is not for a recycled product?
 - o Also, I believe that would make Pages 5 thru 7 Not Applicable as well?
 - o The Notary Public wants to know where the applicant should sign on the Acknowledgement of Individual on Page 4 of 10, or, should only the Corporate Seal be affixed in their presence?
 - A. *The only pages of Attachment I that are required are pages 3 and 4, as indicated in Exhibit I, Document Enclosure List. On page 4, if the applicant is an individual, the notary would execute*

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the Acknowledgment of Individual. If the applicant is a corporation, the notary would execute the Acknowledgment of Corporation.