

## Questions and Answers for RFP#05152023TJ Mental Health Consultation Services

1. Is there an expectation that vendors will bill Medicaid and/or private insurance directly? **Answer: The Mental Health Consultation Services are provided free to children who are enrolled in the program during school hours. The cost of the service should be included in the proposal. If the vendor recommends services not provided during school hours, the vendor is responsible for billing Medicaid or private insurance.**
2. How many full-time consultants are expected to fulfill this contract? **Answer: The vendor should determine the number of full-time consultants needed to provide the services. Most current consultants carry a load of 20-25 children.**
3. Is the maximum amount of \$85,400.00 for one contract year? **Answer: Yes.**
4. Will the district consider proposals from companies that ONLY provide teletherapy in regard to this solicitation? **Answer: No, Mental Health Consultation Services should be provided in-person. Exception: parent meetings.**
5. What is the estimated number of positions needed (part-time vs. full-time)? **Answer: The vendor should determine the number of full-time consultants needed to provide the services. Most current consultants carry a load of 20-25 children.**
6. Will the district award more than 1 vendor? **Answer: More than one vendor may be awarded; however, the contracts cannot exceed the budgeted amount.**
7. Is a local office required? Is there a preference for local vendors? **Answer: There is not a preference for local vendors, however, the vendor must be able to provide services in-person.**
8. Is the intended usage of services primarily for early education / head start? Or elementary ages as well? **Answer: Children 3-5 years old who are enrolled in Pre-k/Head Start.**
9. Can the district please clarify how needs for vendor supplied contractors will be disseminated to awardees post award? **Answer: No.**
10. Can the district please provide a detailed explanation for how points will be awarded for the pricing section of this solicitation (i.e. lowest bill rate receives maximum points, and next lowest vendor receives a prorated amount; lowest bill rate receives maximum points, and the next lowest vendor receives a predetermined amount of points)? **Answer: Points are awarded utilizing a scoring system from 0-4, with zero being the lowest score and with 4 being the highest score.**

11. When is the estimated contract award date, and how will the district communicate award status to vendors? **Answer: The contract award date is to be determined. An Intent to Award Notification will be emailed to each respondent stating who's the awardee vendor.**
12. How many vendors does the district expect to award a contract to for the services requested in this solicitation? **Answer: More than one vendor may be awarded; however, the contracts cannot exceed the budgeted amount.**
13. Can the district please provide incumbent information and current bill rates for contracts in place for similar services? **Answer: Current providers range from \$75 - \$80 per billable hour per service.**
14. What is the expected amount of full-time, vendor supplied Mental Health Consultation needed during the 2023-24 SY? **Answer: The vendor should determine the number of full-time consultants needed to provide the services. Most current consultants carry a load of 20-25 children.**
15. Can the district please provide the total amount of full-time, vendor supplied Mental Health Consultation utilized during the 2022-23 SY? **Answer: The vendor should determine the number of full-time consultants needed to provide the services. Most current consultants carry a load of 20-25 children.**
16. Can the district please provide the total amount of billing, broken down by vendor and classification, for all vendor supplied Mental Health Consultation utilized during the 2022-23 SY? **Answer: This information is currently not available.**
17. Can the district please describe the supplies and materials that contracted providers will have access to at the district? (wifi, computer access, testing material, office supplies, etc.)? **Answer: Guest access to network. The vendor must supply materials & office supplies. If a child needs specific assistive devices/materials, the district will provide.**
18. What travel between schools is expected for these providers? **Answer: Children are enrolled in elementary schools and centers across the county. Travel between schools is required.**
19. Will the district review other SPED service classifications if submitted with the vendor proposal? **Answer: The district is the LEA. The vendor proposal should only include mental health consultation services.**
20. What is the average caseload for the providers requested in this solicitation? **Answer: An individual provider typically has between 20 – 25 children on their caseload.**
21. Can the district please clarify the maximum weekly allowable hours approved for providers requested in this solicitation? **Answer: Services are billed based on the need of the child and the number of children served per week.**
22. Will the district accept digital proposal submissions? **Answer: No.**
23. Will the district accept contract exceptions? **Answer: No.**
24. Would the district accept a BCBA for this role? **Answer: Yes, with a masters or doctorate degree.**

25. Can the district please confirm what licensures/certifications are required for this position? **Answer: Social Worker, Psychologist, Professional or Mental Health Counselors.** The Center for Infant and Early Childhood Mental Health Consultation (IECMHC) recommends that qualifications include three or more years of post-master's experience involving work with young children, infant-child mental health, and IECMHC delivery and the capacity to work within the culture and system of the service community in which consultation is delivered.
26. Can the district please confirm how many FTEs are needed to support the 200 estimated students? **Answer: The vendor should determine the number of full-time consultants needed to provide the services. Most current consultants carry a load of 20-25 children.**
27. Can the district provide a job description for this position? **Answer: Social Worker, Psychologist, Professional or Mental Health Counselors.** The Center for Infant and Early Childhood Mental Health Consultation (IECMHC) recommends that qualifications include three or more years of post-master's experience involving work with young children, infant-child mental health, and IECMHC delivery and the capacity to work within the culture and system of the service community in which consultation is delivered.