



Administrative Office of the Courts

Operations Division

Questions/Responses #1
Request for Proposals #8648
Trauma Specialist
June 27, 2018

To our prospective Business Partners:

The following question for the above referenced RFP were received by email and answer will be posted for all prospective Offerors. The statements and interpretations contained in the following responses to questions are not binding on the Judiciary unless the RFP is expressly amended. Nothing in the Judiciary's response to these questions is to be construed as agreement to or acceptance by the Judiciary of any statement or interpretation on the part of the Offeror asking the question.

- 1) **Question:** Who determines which participants are eligible for these services? And how often and how many eligible participants will be referred into the program?

Answer: Any one on the MHC team can refer clients to Trauma Treatment (monitors-probation or pretrial, ASA, OPD, or Judge); the referral goes to FAST (Forensic Alternative Services Team) who are social workers for MHC and they deem if appropriate for Trauma Treatment. An initial assessment is scheduled through FAST and the Trauma Specialist. In FY2018 in MHC we had 4 referrals and 1 participant seen bi-weekly on a regular basis, with another participant beginning treatment in May 2018. On occasion a participant in the Drug Court program may be referred for treatment by a judge if the assessment determines that is appropriate.

- 2) **Question:** Are the participant's currently incarcerated or pending incarceration?

Answer: All participants are in the community on probation or pretrial release.

- 3) **Question:** Can the hours be extended beyond 2 hr.'s per week?

Answer: The estimated cost for service is 1 hr. per week at \$125 per hr.

- 4) **Question:** May we bill for team collaboration, meetings and reports outside of the 1-2 hr.'s per week?

Answer: All costs must not exceed the \$6,000 for FY2019.

- 5) **Question:** Is free parking provided at Hargrove Courthouse and Eastside Courthouse locations? If not, is reimbursement provided?

Answer: Parking is free at the Hargrove Courthouse and the Eastside Courthouse.

6) **Question:** Can services be provided in the clinicians' clinical office?

Answer: Services can be provided at the clinicians' office and a meeting room is available at the Hargrove Court building and the Eastside Court building.

7) **Question:** Are there any MBE/DBE requirements with this contract?

Answer: Only what is required by the Administrative Office of Court procurement regulations.

8) **Question:** Is price proposal to be calculated using 2/hr.'s' per week?

Answer: The estimated cost for service is 1 hr. per week at \$125 per hr.

Robin Smith, Procurement Specialist
June 27, 2018