



**Solano County Mental Health Services Act (MHSA)
Prevention & Early Intervention (PEI) Older Adult Project
Request for Proposals (RFP) #G099-0421-09
Applicant's Conference May 12, 2009**

**Written Responses to Questions from Applicant's Conference
May 13, 2009**

1. **Are you expecting an organization to apply for all three strategies?** An organization may apply for one or more strategies in one or more geographic areas of Solano County.
2. **If my organization decides to submit a proposal for a specific geographic area and we estimate how much funding we need, can the review panel recommend a different amount of funding? Will there be an opportunity for us to revise our services and budget?** Yes, the review panel will recommend both the services to be provided by an Applicant and the amounts of funding for these services. This may include recommending a reduced amount of funding from what is requested. If this occurs, we will work with an Applicant during contracting negotiations to adjust their budget and scope of work accordingly.
3. **How much money does this RFP provide for?** As described on Page 1 of the RFP, the total amount available is \$255,000 for Year 1 and \$340,000 each year for Years 2 and 3. We will adjust this for inflation during contract negotiations. As described in section 2.03 of the RFP, approximately 30% of funding is for the Gatekeeper Program, approximately 60% for The Navigator Program, and approximately 10% for Health Provider Education.
4. **Can you talk about the continuing education and fees for provider trainings discussed on page 12?** Applicants are expected to secure continuing education credits for health provider training, as appropriate to the training topic and type of provider attending. In addition, reasonable and customary fees for trainings and continuing education credits should be charged, as appropriate, to supplement the cost of the training and continuing education credits.
5. **What is the note at the bottom of page twelve refer to?** The Mental Health Services Act Workforce Education and Training (WET) plan includes \$10,000 for training and curriculum development for each PEI work plan, including the Older Adult Project. (PEI funding may not be used for curriculum development.) The WET plan is currently pending approval with the California Department of Mental Health (DMH).

6. **The RFP states that a geriatric social worker (bachelors or masters level) is required for the Gatekeeper and Navigator strategies and the health provider trainings should be taught by geriatric psychologist/trainer. Can you describe these qualifications further? Would the County consider geriatric experience instead of geriatric social work training?** The qualifications of the staff of the Older Adult Project were identified during the PEI community planning process. For the Gatekeeper and Navigator strategies, a bachelors or master level social worker with an educational emphasis or experience in geriatrics is required. For the health provider training, the psychologist or trainer must have education or experience specializing to geriatric mental health.
7. **The RFP mentions that Navigators should have access to a geriatric specialist for appropriate consultation. Could this be a Licensed Clinical Social Worker (LCSW) or a staff member with experience in geriatrics?** Navigators who are bachelor or masters level social workers should have access to a professional for clinical consultation if they encounter a situation outside of their scope of practice. This consultation may be provided by a Licensed Clinical Social Worker. It may also be a staff member with experience in geriatrics if the staff member is qualified to provide consultation.
8. **Can you talk about Amendment 1 again?** Amendment 1 provides for the second Applicants Conference on May 12. All applicants must sign and submit Page 3 of Amendment 1 with their Proposal.
9. **If we are applying for more than one strategy, are the page limitations for each strategy or for the Proposal as a whole?** Page limitations for each addendum apply to the Proposal as a whole regardless of if you are applying for one strategy or all strategies.
10. **Are in-kind or matching funds required?** In-kind or matching funds are not required, however, per the PEI guidelines, leveraging is a principle for all PEI programs. Therefore, leveraging is included as a ranking criteria for Proposals (see page 19 of the RFP).
11. **Are the questions asked before I arrived today going to be provided to all Applicants?** Yes, all questions and answers will be provided to all participants of both Applicant Conferences in writing, by Friday, May 16 at 5:00 PM.
12. **Will there be a revised deadline for submission?** No. As stated in the RFP, Proposals are due by 5:00 PM May, 22 2009.
13. **Will there be an opportunity to ask questions after today?** No. Questions asked until 11:00 AM today will be answered in writing by Friday, May 16 at 5:00 PM.
14. **Do we need to complete a Vendor Application for Solano County prior to submitting a Proposal?** Solano County strongly suggests you complete a Vendor Application when you submit a Proposal, but it is not required. The Vendor Application can be found at http://www.solanocounty.com/depts/general_services/purchasing_services/bids_rfps.asp.
15. **When working with others in our community (such as police, fire, other non-profits), do we need to have a written Memorandum of Understanding (MOU)**

or agreement to provide with the Proposal? If you are subcontracting to another organization, that organization needs to complete a subcontractor statement (Addendum VII). If you are collaborating with another organization, but not providing funding, you should describe how you will work together in your Scope of Work: Program/Services Narrative Form (Addendum IV-C). In either case, no MOU or agreement should be submitted with your Proposal.