Questions that arise during the Bidder’s Conference should be written down on index cards.

Post Bidder’s Conference, additional questions can be sent to Mallory Perrotti, mperrotti@buckscounty.org until 4:30 p.m. on Tuesday, January 28, 2020.

All additional questions will be included in the FAQ and emailed to Bidder’s Conference attendees and posted to BCDAC, Inc.’s website, www.bcdac.org by Thursday, January 30, 2020.

1. **Question:** One question that surfaced while reviewing the RFP is whether the proposed rates will be provided during the Bidder’s Conference next week?

   **Response:** We are not providing a proposed rate. We are asking respondents to provide a fee-for-service rate based on their allocation of expenses for assessment, consultation, and administrative services, such as student screening, assessment prep work, family meetings and debriefing, core team meetings, student referral reviews, student consultation with school personnel, referral services, and SAP groups for psychoeducational purposes.

2. **Question:** Can you provide recent service utilization numbers for the schools served under this project, e.g., numbers/percentages of screenings, formal assessments, school/family consultations/referral assistance, group services, SAP Team meetings, etc.?

   **Question:** Approximately how many assessments for Drug and Alcohol and Mental Health were completed by SAP in Bucks County this past year?

   **Question:** Approximately how many assessments for Drug and Alcohol and Mental Health were completed by SAP in Bucks County but broken down by secondary and elementary.

   **Question:** What is the expected volume/capacity?

   **Response:** There have been a variety of programmatic and funding models simultaneously implemented and providers may have had other funding (additional contracts with school districts) which would impact numbers and the ability of those numbers to add meaningful input in the preparation of an RFP response. Our goal is to ensure county-wide coverage and for agencies to respond based on their prioritization and needs of the school districts.

   Approximate fiscal year 2018-2019 data from drug and alcohol funding:

   - 278 Students assessed
   - 577 Core Team meetings attended
   - 171 parent meetings
   - 424 services, SAP Student Consultation with school staff

3. **Question:** While special consideration will be given to responses from providers who have an office located within Bucks County and can respond to the SAP needs county-wide, will you be looking for a single provider to cover the whole county or multiple providers to serve regionally?

   **Question:** To how many providers are you anticipating awarding contracts?

   **Question:** Is the intent of the SAP RFP to condense all services, consultation/training/MH &D&A assessments to one agency providing comprehensive services?
Response: We are open to both options, i.e. one or multiple providers. Our goal is to ensure county-wide coverage and for agencies to respond based on their prioritization and needs of the school districts.

4. **Question:** Are Liaisons operating as the first responders in a school crisis or expected to act in a support role to the school team?
   **Response:** It is our expectation that SAP BH Liaisons act in a support role to schools.

5. **Question:** For clarification, is the budget figure noted in the RFP the total for all services in all schools in the County?
   **Response:** Yes, this is the proposed total budget inclusive of the SCA and Department of Mental Health and Developmental Program funds. It is our expectation that all school districts have access to services, but it is not our expectation that there are services in every school building within a district.

6. **Question:** Is the FFS reimbursement for a defined inclusive unit of service or case rate, i.e., all services connected to an identified/referred student or for each individual type and incremental unit of service completed for each student?
   **Response:** Fee For Service reimbursement is defined as individually billed by service and type, it is not a case rate. Start-up/administrative expenses are expected (staff training, materials, meetings, etc.) and can be invoiced as cost reimburse. There will be a proposed budget for start-up expenses as part of the annual allocation.

7. **Question:** With an implementation date of July 1, 2020, would this be a 12-month service with client services available during non-school months and would employees need to be 12-month FT salaried or is this an administrative start date?
   **Question:** Are there any expectations regarding ramp up?
   **Response:** July 1, 2020 is an administrative start date. There is an expectation that summer months will be used for start-up. We do not require services during non-school months. We are open to various options.

8. **Question:** Under staffing requirements it is noted that master’s level staff are preferred; does this then allow for some duties to be performed by bachelor’s level staff?
   **Response:** It would depend on the service—for example, WITS data entry would be allowable for bachelor’s level, but for liaison services, such as an assessment, Masters level is preferred.

9. **Question:** Is there a specific System of Care (SOC) for Bucks County as exists in other counties?
   **Response:** We do in philosophy, but we do not currently have a SOC grant.

10. **Question:** Can you define what outcome measures exist now or that might be desired going forward?
    **Response:** While we have goals and an integration philosophy, we do not have specific required tools and seek thoughtful responses to outcome measures. Our integration philosophy is that SAP should
meet the Co-occurring Mental Health (MH)/Drug & Alcohol (D&A) needs of Bucks County students. The goal of this integration is to promote wellness and resiliency by engaging youth through a coordinated, holistic model and to increase partnership and efficiencies with schools by creating a more streamlined approach to maximize SAP resources.

11. **Question:** Are there any page limits?
   **Response:** There are no page limits.

12. **Question:** Are services to be provided to all grades K-12?
   **Response:** School services are to be expected in all districts, but that doesn’t mean every school. Prioritization is based on planning and need. Referring to the SAP RFP, page 9, question 12, “Please describe your ability to support all grade levels, K - 12th grade, through this integrated SAP model.”

13. **Question:** Are non-public schools to be included in the scope of services, if so, is there a limit to how many?
   **Response:** It’s up to the respondent to include non-public schools in their service plan. There is, however, an expectation that all thirteen public school districts will have access to services. There is no limit to the number of non-public schools but must fit within the parameters of the budget.

14. **Question:** How invested are the schools and what type of support are they willing to offer? This can include such areas as financial support, coordination of services, and identification of need for services within their districts?
   **Response:** This is a joint effort between the schools, systems, and successful respondent. Success of the SAP model is dependent upon this collaboration. Annual collaborative planning and prioritization with schools will maximize engagement and establish positive working relationships.

15. **Question:** Would the contract to the successful agency allow of that agency to partner and/or subcontract with another agency to provide part of the services?
   **Response:** SCA contracts do not allow agencies to subcontract services. Subcontracting is not the same as a joint submission. If multiple entities join for a submission, the SCA will contract separately with all participating entities.

16. **Question:** Page 5- the requirement of Core team meeting attendance by the BH Liaison, is there a minimum number of meetings required?
   **Response:** There is no minimum number of Core Team meetings a BH Liaison is required to attend. We would expect the number of meetings would reflect the prioritization and need of the district.

17. **Question:** How many school districts is each provider expected to cover/serve?
   **Question:** Can you clarify question #17, as to how this is supposed to look?
**Response:** This is up to each respondent to define. Our goal is to have all 13 districts covered and do not have separately defined “regions.” It is our expectation that there will be prioritization and planning with school districts on how to address where services are needed most. We do not have an expectation that a provider must stay within certain geographic boundaries and this will look different depending on how a provider responds to this proposal—a specific region, county-wide, etc.

**18. Question:** Are you anticipating awarding the same provider for both RFPs?
**Response:** We do not have an expectation to award the same provider with both RFPs.

**19. Question:** Is there an expectation that a provider apply for both?
**Response:** There is no expectation that a respondent must apply to both RFPs.

**20. Question:** Will the funding for this service be sourced federally in a way that will require GPRA compliance.
**Response:** GPRA is not a requirement of these services.

**21. Question:** Do the schools already have needs assessments? Substance Use data? Mental Health data? Would the SAP Provider have access to the PAYS survey?
**Response:** We are not aware of individual district needs assessments that are completed. Regarding school district level data, if the district participates in the Pennsylvania Youth Survey (PAYS) then there would be drug and alcohol and mental health data available. The survey results are provided to the school districts. It is up to the school district on whether they share the information with providers or publicly. Anyone can access the county PAYS report- [https://www.pccd.pa.gov/Juvenile-Justice/PAYS/Bucks%20County%20Profile%20Report_2017.pdf](https://www.pccd.pa.gov/Juvenile-Justice/PAYS/Bucks%20County%20Profile%20Report_2017.pdf)

**22. Question:** Is the $339,000 inclusive of the fee-for service assessments? Or are the assessments additional funding based on the number of assessments?
**Response:** Yes, $339,000 is the total allocation amount. There are no additional funds for assessments.

**23. Question:** Are there separate funds for start-up or are start-up funds included in the proposed total budget?
**Response:** No, there are not separate funds for start-up costs. Start-up costs are expected and allowable. The awardee will submit a separate budget for start-up costs which will reflect a portion of the total allocation, $339,000.

**24. Question:** How will deliverables and billable services be tracked using braided funding?
**Response:** It will be tracked through claims submitted by the provider to the SCA as the contractor. A more detailed process will be developed with the selected respondent.
25. **Question**: Will new state IBHS regulations or integration affect delivery of SAP services in Bucks County?
   **Response**: We do not anticipate any changes to SAP service delivery in Bucks County due to the new IBHS regulations.

26. **Question**: Are charter schools considered public schools?
   **Response**: No, charter schools will have their own contract with the SAP provider and data is entered separately from the public school district in the state reporting system.

27. **Question**: Do student services number (424) include psychoeducational groups?
   **Response**: This number is not inclusive of psychoeducational groups.

28. **Question**: Is there an expectation that all schools currently receiving SAP services will continue to receive services? Or is it our job to prioritize the need with the districts?
   **Response**: It is our expectation that there will be prioritization and planning with school districts on how to address where services are needed most. As mentioned previously, we expect that all 13 public school districts will have access to services, however, we do not expect that all school buildings within a district will have access to services.

29. **Question**: Do non-public schools have additional services in place (regarding Question #13)?
   **Response**: We are unaware of all the services in place in a non-public school. SAP is a state mandate.

30. **Question**: Is SAP done in alternative schools?
   **Response**: Yes, SAP is done in alternative school settings.