



March 20, 2009
Notice to all Prospective Bidders:

ADDENDUM 2

Request for Proposal (RFP) Title:

**MHSA Evaluation Phase 1: Scope of Work
RFP Number: 08-78129-000**

It is the opinion of the Department of Mental Health that the above mentioned solicitation is complete and without need of explanation. However, several questions have been asked and the Department of Mental Health has come to the decision to answer some of those questions. The questions and answers are as follows.

1. What is the expectation that stakeholders will be part of the Phase 1 process? Is the Department of Mental Health (DMH) looking for consumer input to the process? Will the Mental Health Services Oversight and Accountability Commission (MHSOAC) review deliverables prior to acceptance?

Stakeholders, including client and family members, will need to be a part of the Phase 1 process. Updates and progress reports will be provided to the MHSOAC throughout the Phase 1 process.

2. Will the DMH oversight staff for this project be located in Sacramento?

All MHSOAC staff are located at the MHSOAC office in Sacramento.

3. On page 6, concern is expressed regarding inspection of work sites. Does DMH anticipate that the contractor will operate distributed project offices for this effort?

Not Applicable

4. In the scoring section, significant weight is given to large-scale projects. On which aspect(s) of scale will DMH place greater weight: size of budget, project duration, the number of stakeholders or the geographic scope?

All elements pertaining to this scoring criterion will be reviewed.

5. On page 17, in Exhibit A, the grid in Section 4 lists State Agency representatives. Please confirm whether this section is intended for internal use by DMH.

Pages 15 through 24 is a sample standard agreement. The standard agreement is the template used for developing a contract. A contract will be developed once a bid has been awarded.

6. Please clarify what the reviewers would like to see in Section 5. Results, deliverables versus Section 5. Timeline, progress reports.

Pages 15 through 24 is a sample standard agreement. The standard agreement is the template used for developing a contract. A contract will be developed once a bid has been awarded.

7. How was the distribution list for the Request for Proposal (RFP) developed? How would one go about being added to the distribution for Phase 2 and other similar DMH work?

All Mental Health Services Act (MHSA) related RFPs are posted on the DMH website.

8. Why is the timeline between the release of the RFP and the due date for proposals less than 2 weeks? What constraint(s) is this timeline intended to address?

This RFP was posted on March 10, 2009 and the final date for bid submission has been changed to April 2, 2009.

9. How firm is the commitment to use a different contractor for Phase 2?

Please see paragraph 3 on page 3 of the RFP.

10. May the winning contractor for Phase 1 participate in a team for Phase 2?

Please see paragraph 3 on page 3 of the RFP.

11. How soon will Phase 2 follow after Phase 1? What is the timing and projected budget for Phase 2?

These questions will be addresses in the completed Phase 1 of the evaluation.

If you have any questions concerning this addendum, please contact Chris Leep by email at christopher.leep@dmh.ca.gov .

Original signed by
Chris Leep
Contract Analyst