



GEORGE MARLTON, JD
PROCUREMENT DIVISION DIRECTOR

PROCUREMENT DIVISION
PUBLIC SERVICES BUILDING
2051 KAEN ROAD | OREGON CITY, OR 97045

REQUEST FOR PROPOSALS #2018-45
Behavioral Health Peer Delivered Services
RESPONSE TO CLARIFYING QUESTIONS
October 2, 2018

Note that these questions were submitted by an interested firm to the above referenced solicitation. The below answers are for clarification purposes only and in no way alter or amend the RFP as published.

1. *Clarifying question regarding RFP #2018-45 for Behavioral Health Peer Delivered Services, Project 3: Adult Peer Services- Clackamas County Crisis Clinic. In regards to required Exhibits Q and R, unable to locate these exhibits in the Exhibit List (6.0.2) or anywhere else in the document. What are Exhibits Q and R?*

Answer: Exhibits Q and R are not included in this RFP and the tables referencing them have been removed and replaced per #2018-45 Addendum #2. Please see #2018-45 Addendum #2 posted on the web at <https://www.clackamas.us/bids>.

2. *Could you please clarify what is meant in section 5.6. Fees: Please complete and submit the provided Budget Form. List the not-to-exceed amount you propose for each category indicated in the form. Monthly fees under contracts resulting from this RFP shall be calculated by dividing the budget for the initial contract term by the number of months it encompasses. Fees for renewed contracts resulting from this RFP will be calculated according to renewal negotiations and/or the conditions outlined in "Section 1" of this RFP.*

We are assuming that we are simply to use the budget form to show how much money per line item category per year we would need to operate the project based on suggested amounts dedicated to each project. Is this correct?

Answer: Section 5.6 indicates the basis for proposing Fees for the proposed Services. Proposed fees for the initial contract term, which is expected to last for eighteen (18) months (January 1, 2019 through June 30, 2020), will be calculated by dividing the combined totals on the respective sections of the budget forms by eighteen (18). This calculation would become the monthly fee for services that is derived from the proposed budgets.

Regarding the question about the stated assumption, we would clarify that since the budgets will be used to calculate proposed Fees to be paid under the Contract, one might assume that the budget forms should specifically reflect amounts needed to operate the project that shall be paid through the Contract. For example, any budgeted costs for the project that will be covered by other revenues (e.g., donations, etc.) should not be included in the budget form. Additionally, please note that the initial term of this contract is expected to be one and a half (1.5) years. After the first term, there is one (1) renewal option for an additional two (2) year term that can be exercised upon mutual consent.

3. *How do we “seal” an email submission? By simply sending a locked PDF?*

Answer: Yes, emailing a standard PDF to the email address stated in the RFP would be considered “sealed”.

End of Clarifying Questions #2