



## KENTUCKY COMMUNITY AND TECHNICAL COLLEGE SYSTEM

### REQUEST FOR PROPOSAL ADDENDUM #1

**RFP NO.:** RFP-0203  
**ADDENDUM NO.:** 1  
**RFP ISSUE DATE:** December 10, 2018  
**ADDENDUM DATE:** January 15, 2019  
**OPENING DATE:** January 31, 2019  
**TITLE:** Mental Health Services

**The following information is provided in response to questions submitted by potential Offerors:**

1. On page 12 of the solicitation (Section 28. Evaluation of Proposals), do we prepare our application in this order? If so, do the questions on pages 7-8 (C.1-5) fit within question 1 or 4 (p. 12) in terms of the program plan?
  - a) **Please prepare proposals as close to the outlined request of the RFP as possible. If there are areas where multiple portions can be incorporated together, this is permissible.**
2. On page 12 of the solicitation (Section 28) under Past Experience - besides the Secretary of State registration and Articles of Incorporation, what other types of documentation do you require/would like to see?
  - a) **The documents listed are the main documents requested, but if for some reason these are not applicable, other documentation may be reviewed for substitution.**
3. On page 13 of the solicitation (Section 28), it asks for a financial proposal. What type of financial information are you requesting?
  - a) **Any financial cost as may be associated, cost for services to the patient, etc.**
4. Some of the questions on pages 12-13 (Section 28) are duplicative, including with information supplied as part of the proposal questions (pp. 7-8); as such can we refer to information in other sections of the proposal (clearly reference other sections as opposed to duplication of information)?
  - a) **Yes**
5. Per page 12 (Section 28), question 4, should we list the colleges in which we are applying to provide services?
  - a) **Please provide the services your firm is offering and your firm's plan for integration with the colleges you are proposing to provide services for.**
6. The RFP states that KCTCS is looking to contract with multiple mental and behavioral health agencies. Is there a specific region you are looking to expand the contract? How do you prefer we structure our proposal for the colleges and satellite campuses we hope to serve?
  - a) **KCTCS requests Offerors to propose the colleges in which they are suitable to provide services based on geographic location. KCTCS is looking to provide services to our current colleges. No expansion is planned.**

7. Is there a preferred method of reporting our data (i.e. client volume, satisfactory evidence based treatment modalities)?

a) **The presentation of data should be presented in the most accurate, transparent, and clear manner possible. All relevant data should be included.**

**All other terms, conditions & specifications remained unchanged.**

Offerors must acknowledge receipt of this and any addenda either with proposal or by separate letter prior to award of contract. If by separate letter, the following information should be placed in the lower left hand corner of the envelope:

**RFP No.: RFP-0203**  
**Title: Mental Health Services**  
**Opening Date: January 31, 2019 4:00 PM EST**

**Name of Firm:** \_\_\_\_\_

**Signature:** \_\_\_\_\_