

05/30/13

TO: ALL POTENTIAL BIDDERS

FROM: H. Ryan Bolles
DSCYF – Contract Administrator

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSALS (RFP) – CYF13-0 Psychiatry Services

ADDENDUM #1

The following is a list of questions and answers prepared for potential bidders:

QUESTION: Page 12 of the RFP provides a breakdown of the requested hours of serve for the DYRS facilities. In the description of Snowden Cottage there is a reference to Grace Cottage. Can you clarify?

ANSWER: Yes, this is a typo. The reference to Grace Cottage should be to Snowden Cottage as follows:

3. Snowden Cottage: There are a maximum of 104 hours of psychiatric service for **Snowden Cottage**. Hours of service shall be distributed on a weekly basis, over the course of fifty-two (52) weeks covered by the contract according to a mutually agreed upon schedule.

QUESTION: Page 12 of the RFP provides a breakdown of the requested hours of serve for the DYRS facilities. Mowlds Cottage is not included on the list. Can you provide that breakdown?

ANSWER: Yes, the breakdown of service needs for Mowlds Cottage is as follows:

4. Mowlds Cottage: Service hour needs at Mowlds Cottage are typically very minimal. From 0 hours per week to a few hours per month on average. However, depending on the individual youth in the program at any time the need could fluctuate. This facility has the most fluid service need. Bidders may not bid solely on this location, but must include it with Snowden and Grace Cottages

QUESTION: The Organization Fact Sheet on page 29 does not have a space to indicate the bidder wishes to provide services at the Terry Children’s Center. How should we indicate “Terry Center” if where we want to provide services there?

ANSWER: The bidder can either write it in on the form or use the revised form now posted on this bids.delaware.gov site where this addendum is now posted.

All other terms and conditions remain the same.

If you have any questions, please contact H. Ryan Bolles at herbert.bolles@state.de.us or 302-633-2701