



*Delaware Health  
And Social Services*

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**DIVISION OF MANAGEMENT SERVICES**

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PROCUREMENT

DATE: May 3, 2013

HSS 13 028  
TRAUMA CLINICAL CONSULTANT SERVICES  
FOR  
DIVISION SUBSTANCE ABUSE AND MENTAL HEALTH

Date Due: May 20, 2013  
12:00PM

ADDENDUM # 2

Please Note:

THE ATTACHED SHEETS HEREBY BECOME A PART  
OF THE ABOVE MENTIONED BID. Questions and  
Answers

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REQUEST FOR PROPOSAL NO. HSS-13-028  
Trauma Clinical Consultant Services  
Questions & Answers  
Addendum #2

1. Could you please specify how many hours per week are required for the Medical Director position?

There is no requirement for a Medical Director position.

2. Is there an incumbent contracting company currently providing these services or is this a new requirement?

No. There is one individual who is currently contracted with DSAMH to provide the kind of services described in the RFP. This solicitation does not replace the current provider.

3. If there is an incumbent contracting company can you provide the contract hourly price, or the total contract value?

There is no incumbent contracting company.

4. Are adjacent state individuals or organizations, non Delaware entities, considered competitive for bidding on this opportunity or do the individual or organization have to be licensed or incorporated in the state of Delaware?

Yes.

5. Understandably some of the work needs to be performed on site, however it appears some of the Scope of Work/Service Description consultant related deliverables can be supported virtually and the DSAMH could benefit from our PsyD and PhD consultants being made available for virtual consultant with some occasional on site conduct of the required service/s; is 100% of the Scope of Work/Service Description consultant related deliverables required to be performed one of the designated State's community health centers, substance abuse outpatient clinics and/or Assertive Community Treatment (ACT) sites?

Because of the nature of the project, 'trauma-informed care' versus 'trauma-focused services,' DSAMH expects that the consultant role will require primarily on-site training services, in order to develop a credible relationship with the provider organization's staff. On-site services are essential for the consultant to attain a personal experience of the service environment including directly experiencing the range of characteristics inherent in a trauma-informed approach.

However, once such an assessment and relationship is established, virtual consultation may be considered an option.

6. What is the historical utilization of these types of services by the Division of Substance Abuse & Mental Health (DSAMH)?

A similar approach was taken in implementing the COSIG (Co-Occurring State Incentive Grant) program.

7. Is there enough work at the State's community health centers, substance abuse outpatient clinics and/or Assertive Community Treatment (ACT) that individuals or organizations should plan for a Full Time Equivalents per site?

There might be 'enough work' especially at the larger organizations; however, budget and other constraints make that option impractical.

8. How many sites are included in the description reference "State's community health centers substance abuse outpatient clinics and/or Assertive Community Treatment (ACT)"?

DSAMH is partnering with three state-operated community mental health/substance use clinics and four other community mental health/substance use providers, at a current total of ten sites across the state, one of which is an ACT Team. It is possible that one or two additional sites will be added.

9. Is it possible that a Consultant work may allow one to be reasonably assigned at one location by the Project Director but have responsibility to cover another location/s within a certain radius of one another?

Yes.

10. Our assumption is the DSAMH desires licensed consultants with a minimum of five (5) years of clinical experience in behavioral health services, including two (2) years working with trauma and recovery-focused programs?

Yes.

11. If question 7 is correct does the consultants need to be licensed in Delaware or may just licensed at the Master's degree in Mental Health, Addictions or Co-occurring or a closely related field, from an accredited college or university in an adjacent state for instant MD/DC/VA?

No.

12. Is this new work or a re-compete?

New work.

13. Is there an incumbent already performing this work?

Yes, in part. See number 2 above.

14. Is the acquisition strategy best value?

This is a competitive bid process. The scoring and selection criteria is stated in the Request for Proposal.

15. Is there an approved funding line for the initial contract beginning on July 1, 2013 through June 30, 2014?

Yes.