



### SOLICITATION ADDENDUM

<b>Solicitation Number:</b>	<b>RFP Number BH-2014-001</b>
<b>Solicitation Title:</b>	<b>County-Wide Involuntary Commitment System Administration</b>
<b>Addendum Number:</b>	<b>5</b>
<b>Addendum Date:</b>	<b>February 18, 2015</b>
<b>Contracts Officer:</b>	<b>Roxanne Ziegler</b>

Two questions were received from one of the Offerors on February 11, 2015. The following is provided in response to these questions:

**Question 1:** It has come to our attention that Danna Whiting is the County behavioral health liaison for Cenpatico as they implement the new RBHA in Pima County. Will Danna Whiting or any other County representative be involved with the review of the RFP responses if Cenpatico submits a response or participates in a response? This has the appearance of conflict of interest. Thank you.

**Answer 1:** Danna Whiting, as the County's Behavioral Health Administrator, is the liaison for any agency that is designated as the Regional Behavioral Health Authority (RBHA) in Pima County, just as she is now the liaison for CPSA in both their role as the RBHA and the County's contracted administrator for COE services. In fact, as the County's Behavioral Health Administrator, she will be the liaison to any agency that provides or oversees behavioral health services in Pima County. Since Ms. Whiting's overarching concern is the appropriate provision of necessary services to the at-risk target population in an efficient and effective manner, no matter which agency is the RBHA or which agency submits a proposal related to the RFP process, her involvement as either liaison or a reviewer of RFP submissions is not a conflict of interest.

**Question 2:** Can we please get a definition of discharge planning under program coordination expenses? Are we permitted to add other line items to the budget such as separating out the call center under program coordination expenses and having a separate line item for outpatient program so it can be tracked?

**Answer 2:** Yes, you are allowed to add additional line items to the budget. Please reference the Request for Quote, Appendix IV, Financial Summary Form, which states "You may add additional budget categories if necessary".

The definition for "Discharge Planning" is as follows:

**For individuals who are not court-ordered into treatment:** Coordinating a safe hand-off of at-risk individuals to a safe environment or responsible party, whether it be a family member, Comprehensive Service Provider (CSP), or other community-based agency that assists at-risk individuals with community integration or re-integration.

**For individuals who are court-ordered into treatment:** Coordinating, together with the relevant CSP, a safe hand-off of individuals to a safe environment or responsible party, such as a family member or the CSP."

Please acknowledge receipt of this Addendum on Appendix I: Proposal Certification Form included in the RFP. Submit the form as part of your proposal.

All other terms and conditions remain the same.

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