

Clarification from Request for Proposals

Below are questions that have been submitted in writing and presented at the Pre-proposal MS Teams conference:

1. In the Instructions, under 5.A., is there a typographical error in the Cost Points Calculation? Specifically, the formula “(LTTP Other TPP) X Maximum Points = Score”?
[Correct, this is an error; it should read “\(LTTP/Other TPP\)”.](#)
2. Under Instructions, 5.D., you ask for references from organizations that are similar type, size, and operation as Pima County where Offeror has successfully delivered Court-Ordered Evaluation Services. Given the unique nature of COE and the geographic size of Pima, it’s difficult to think of entities with whom we’ve provided comparable services. Can you provide an example of a reference that would be appropriate for this Solicitation? [May include service providers in Pima County \(or similarly sized jurisdiction\) that have transferred clients for COE, government units or jurisdictions in Arizona \(or comparable regions\) that you’ve provided COE services for, courts referring for COE in Pima County or at rates similar to Pima County, etc.](#)
3. Also under the Instructions, 5.D and 6.D., it asks for a minimum of three references, but Attachment 1 says at least one vendor validating meeting specific requirements. Are you asking for at least three in total, but a minimum of one for each of those Attachment 1 elements?
[Correct, at least three unique references with a minimum of one reference validating each of the minimum requirements.](#)
4. Under Attachment 2, C.2., you ask for documentation of financial health such as most recent financial audit or current financial statements. Are you looking for consolidated financials the cover all of our all markets/facilities, just those in Pima County, or specific to the facility delivering the COE services? [Please submit documents that would demonstrate your financial ability to provide COE services for Pima County \(or similarly sized jurisdiction\) specifically.](#)
5. Reference form (Attachment 3) specifically refers to a contractor; can a reference be used if there were no formal contractual relationships?
[Yes, this is fine.](#)
6. In Section 5c of Instructions for Offerors (Project Plan) it states “Offerors should provide a thorough project plan to include a milestone chart naming tasks to be performed”. Is a milestone/GAANT chart required to receive the full 15 points?
[No, these materials are not required if you can fully answer all the questions related to project planning.](#)
7. Are there page limits for the responses to the questionnaire (Attachment 2?)
[No, there are no page limits.](#)
8. Do people with current contracts have to apply for the RFP
[Pima County's Procurement Code requires us to re-issue a RFP for these services every five years. This will be the beginning of a new 5-year procurement period. so there will be a new contract rather than contract amendment.](#)
9. What if we have more questions?
[Please submit questions in writing to: Molly.Hilber@pima.gov. Verbal requests for clarification will not be accepted. Please keep in mind Pima County will not answer written questions within 8 days of the due date \(August 13\).](#)
10. Any additional guidance for oral presentations?
[Be prepared to present and/or clarify any innovations, systems, or processes featured or highlighted in your bid. Points for the oral presentation will be based on presenter’s knowledge,](#)

effectiveness of communication, experience with similar contracts and the quality of the responses to questions during the presentation.

11. Will the questions from today's conference be posted for later reference?

Yes, on the Pima County behavioral health website with RFP.

12. Will only one or two contracts be awarded?

Pima County intends to award as many responsive contracts as possible; it is intended that more than one or two contracts will be awarded.