



**NEW HANOVER COUNTY
FINANCE DEPARTMENT, PURCHASING DIVISION
ADDENDUM 1
QUESTIONS AND RESPONSES**

From: Lena Butler, Purchasing Supervisor
To: All Proposers
Project: RFP-Mental Health Professional
Date: July 14, 2022

This Addendum is related to the County's Request for **"Readvertised RFP-Mental Health Professional"** and is hereby made a part of said Request for Bids to the same extent as though it were originally therein.

1. Is the vendor responsible for providing workshop location and food arrangements?

The workshop location will be handled by NHPCU and food is not necessary but if provided it would be handled by the vendor.

2. The scope mentions "providing mental health services & training to staff." Does this include providing counseling to staff as part of an Employee Assistance Program? if yes, what is the desired session length & frequency of sessions for each staff member?

No, this is not a part of EAP. Training can include coordinating Adult & Youth Mental Health training as well as the vendor's own training around trauma, mental health, and self-care. Any training sessions would be as a group not with individual staff members and the session length would be a typical group session length of time (60-90 minutes) and would depend on the topic, but the expectation would be that training be flexible to the varying staff work schedules. Therefore, it could require a 3 trainings on brain development and science, stress management and coping skills, and self-care at least once a month (maybe twice to accommodate the varying schedules) and maintenance sessions monthly for no more than 12 months.

3. What level of staff training do you want the vendor to provide?

- There is formal training that includes certificates and accreditation for each specialty (such as motivational interviewing, Cognitive Behavioral Therapy training, Peer Support Training etc)

Formal training is not required. The training is not for mental health professionals, it is to prepare and provide maintenance skills for staff who work with individuals who have experienced traumatic events such as shootings and to practice good self-care. Example topics staff would learn about, adopt and practice would include brain development and science, stress management/ways to cope with stress, knowing and acknowledging personal triggers that call for the need for self-care, and self-care strategies and activities. The training sessions must also be culturally sensitive, competent, and have a good understanding and experience with working with communities affected by violence, especially inner-city gun violence. After training sessions, the vendor is expected to follow up and assess how staff are implementing what they have learned.

- There is also general training that includes general overview and basic education, but staff would not receive a certificate or be formally certified in various disciplines. Formal training has stricter curriculum guidelines and higher costs due to learning materials and accreditation.

This is what is expected as well as follow up with how staff are implementing the training, especially after a traumatic event such as a shooting.

4. What is the historic award for past performances?

This is a brand-new department that has been created by the County; hence, there is no historic award for past performances. We have budgeted \$17,000 for the services.

5. We would like to know if an adjustment could be made to utilize qualified mental health professionals licensed in other states as instructors since this RFP focuses solely on the service of training other mental health professionals and **does not require** the delivery of mental health counseling to the intended participants.

Our organization is actively engaged with the Maryland Department of Health to provide a similar program to health professionals engaged in supporting the mental health of at-risk populations exposed to violence and have shared experiences when it comes to violence exposure and trauma.

We would be open to it, however, it would require monthly travel. It would depend on the overall vendor application and if the vendor is chosen.

6. Would you please share what items must be submitted for a group to be considered?

**Work history in the specific area
Reference (2-3)**

7. Are the staff members who will receive the training, are they going to be direct care worker/supports?

Most of the staff will be providing direct service to community members, whether it is in person, over the telephone or via social media.

8. Given the “readvertisement” are there any changes you all are making to the RFP, number of trainings, delivery, etc?

No

9. Also, the funding, is it applied once the award is offered?

The contract will be negotiated, including payment terms, once the RFP closes and the vendor is chosen.

10. We would like to know if an adjustment could be made to utilize qualified mental health professionals licensed in other states as instructors since this RFP focuses solely on the service of training other mental health professionals and **does not require** the delivery of mental health counseling to the intended participants. Our organization is actively engaged with the Maryland Department of Health to provide a similar program to health professionals engaged in supporting the mental health of at-risk populations exposed to violence and have shared experiences when it comes to violence exposure and trauma.

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End of Addendum 1