

REQUEST FOR PROPOSAL
Allegany and Garrett County
Local Behavioral Health Authorities
Mobile Crisis Response Stabilization Services (MCRSS)
RFP No. 20230201
Addendum# 2
Issued: February 16, 2023

The above referenced solicitation is hereby amended as follows. Language being added is highlighted.

On the Title Page:

ISSUE DATE: 02/01/2023
AMENDED #1 DATE: 02/13/2023
AMENDED #2 DATE: 02/16/2023
PRE-PROPOSAL INFORMATION MEETING: 02/27/2023 1:00 PM - 2:30 PM EST
PROPOSAL CLOSING DATE: 03/27/2023 5:00 PM EST

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ADDENDUM #2, RFP NO. 20230201

On Page 3, Key Information Summary Sheet:

| | |
|--------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Request for Proposals | Mobile Crisis Response and Stabilization Services |
| Solicitation Number: | 20230201 |
| RFP Issue Date/RFP Amended Date: | 02/01/2023; 02/13/2023; 02/16/2023 |
| RFP Issuing Office: | Allegany & Garrett County Local Behavioral Health Authorities |
| Contract Administrator: E-mail: Office Phone: | Fred Polce, Jr. fred.polce@maryland.gov (301) 334-7443 |
| Proposals are to be sent to: | Garrett County Health Department 1025 Memorial Drive Oakland, MD 21550 ATTN: Fred Polce, Jr. |
| Pre-Proposal Information Meeting: | February 27, 2023, 1:00 PM EST - 2:30 PM EST PRE-PROPOSAL INFORMATION LINK: Meeting ID meet.google.com/zmx-hghs-idm Edit Phone Numbers (US)+1 470-285-4443 PIN: 918 270 057# More phone numbers |
| Questions Due Date and Time | February 20, 2023, at 5:00PM EST |
| Proposal Due (Closing) Date and Time: | March 27, 2023, at 5:00PM EST |
| Contract Type: | The Contract that results for this RFP shall be an indefinite quantity contract with fixed price. |
| Contract Duration: | The Offerors shall submit a Financial Proposal for a three-month base period through June 2023 with one (1) nine-month option period through March 14, 2024, and an additional 2 one-year state fiscal year option periods (FY25 and FY26) based on funding. |
| Primary Place of Performance: | Allegany and Garrett Counties |
| Federal Funding: | Yes |

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On Page 4, Overview:

The Allegany and Garrett County Local Behavioral Health Authorities (LBHA's) hereinafter known as the "County" unless otherwise stated, are issuing this **Amended #2** Request for Proposals (RFP) **20230201** in order to contract for an operator to implement, manage and administer Mobile Crisis Response and Stabilization Services (MCRSS) for adults, children, and families who are experiencing severe situational, emotional, or behavioral crises in Allegany and Garrett County. The County intends to make a single award as a result of this RFP.

On Page 12, Youth-Specific Objectives (are customized for children/families):

The contract type shall be an indefinite quantity with fixed price through March 14, 2024 (base period) with 2 (2) one year option periods based on funding with an annual renewal option as determined by performance requirements, and available funding through MDH/BHA. (This section was removed and included on Page 3, Key Information Summary Sheet under Contract Duration as well as on Page 13, Line-Item Budget.)

On Page 13, Financial Proposal Instructions:

In order to assist Offerors in the preparation of their Financial Proposal and to comply with the requirements of this solicitation, Financial Proposal Instructions and a Financial Proposal Form have been prepared. Offerors shall submit their Financial Proposal on the Financial Proposal Form in accordance with the instructions on the Financial Proposal Format as specified herein. Do not alter the Financial Proposal Form or the Proposal may be determined to be not reasonably susceptible of being selected for award. The Financial Proposal Form is to be signed and dated, where requested, by an individual who is authorized to bind the Offeror to the prices entered on the Financial Proposal Form.

The Offerors shall submit a Financial Proposal (shall be submitted as an excel attachment and does not count towards page count).

- a. **Line-Item Budget** for a three-month base period through June 2023 with one (1) nine-month option period through March 14, 2024, and an additional 2 one-year state fiscal year option periods (FY25 and FY26) based on funding.
- b. **Budget Narrative** describing the funding needed to support the proposed staffing and services.

See separate Excel Financial Proposal Form labeled MRSS_RFP # 20230201-CRISIS EXPENDITURES-BUDGET PLANNING REPORT.xls

<https://docs.google.com/spreadsheets/d/1t3E5n3P1VO7khSzh8Lpxyqx60EM5CutJuY9Tgm2l5j0/edit#gid=22943511>

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On Page 23-24, Attachment 1: PROPOSAL INSTRUCTIONS

7. Financial Proposal: (shall be submitted as an excel attachment and does not count towards page count)

The Offerors shall submit a Financial Proposal (shall be submitted as an excel attachment and does not count towards page count).

c. **Line-Item Budget** for a three-month base period through June 2023 with one (1) nine-month option period through March 14, 2024, and an additional 2 one-year state fiscal year option periods (FY25 and FY26) based on funding.


d. **Budget Narrative** describing the funding needed to support the proposed staffing and services.

See separate Excel Financial Proposal Form labeled MRSS_RFP # 20230201-CRISIS EXPENDITURES-BUDGET PLANNING REPORT.xls

<https://docs.google.com/spreadsheets/d/1t3E5n3P1VO7khSzh8Lpxyqx60EM5CutJuY9Tgm215j0/edit#gid=22943511>

All other terms and conditions remain unchanged.

This Addendum is issued under the authority of State Procurement Regulations, COMAR 21.05.02.08 and with the approval of the Garrett County Health Department Grant Administrator for Mobile Crisis Response Stabilization Services (MCRSS), RFP No. 20230201.



Grant Administrator
16th February 2023

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ADDENDUM #2, RFP NO. 20230201

Addendum #2
RFP No. 20230201

Upon receipt, please return the addendum acknowledgement via email to:

Frederick Polce, Jr., MS
fred.polce@maryland.gov

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Addendum #2
RFP No. 20230201

ADDENDUM ACKNOWLEDGEMENT

I acknowledge receipt of Addendum #2 to RFP No. 20230201, titled “Mobile Crisis Response Stabilization Services (MCRSS),” dated February 16, 2023

Vender Name

Authorized Signature (Print/Type)

Signature

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