

**Attachment A:**

**Justin S. Greene**  
*Commissioner, District 1*

**Anna Hansen**  
*Commissioner, District 2*

**Camilla Bustamante**  
*Commissioner, District 3*



**Anna T. Hamilton**  
*Commissioner, District 4*

**Hank Hughes**  
*Commissioner, District 5*

**Gregory S. Shaffer**  
*County Manager*

April 26, 2024

**SANTA FE COUNTY**  
**RFP No. 2024-0224-CSD/JL**  
**Family Services**

**ADDENDUM #1**

Dear Proponents,

This addendum is issued to reflect the following immediately. It shall be the responsibility of interested Offerors to adhere to any changes or revisions to the RFP as identified in this Addendum No. 1. This documentation shall become permanent and made part of the departmental files.

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**Attachment A: Pre-Proposal Sign-In Sheet**

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Question No. 1: Is there a total dollar amount available for this RFP?

**Answer No. 1: \$100,000.00**

Question No. 2: Is the intent to provide one award or multiple awards under this RFP?

**Answer No. 2: There will be one contract award.**

Question No. 3: Section V Specifications, B. Evaluation Criteria; 1. Introduction: The second bullet point, "Provide background of your Firms....." is not a complete sentence. What is the missing text?

**Answer No. 3: Clarification to the criteria factors to the RFP. SEE below**

- **Introduction**
  - Describe your vision/mission and business philosophy.
  - Provide a brief background of your Firm's years of providing the services described in this RFP, including evidence of being able to implement a successful outcome in similar types of programs.
  
- **Technical Competence and Specialized Experience**

- Provide information about the Offeror's specific experience with providing services comparable to the Scope of Work required in this RFP.
  - Include years of experience providing family services for similar government entities of comparable size and complexity.
  - Provide information regarding the ability to successfully perform the requirements of the scope.
  - Indicate the relevance of previous service contracts to the scope of work, including any specialized experience.
  - Provide evidence of the contractors knowledge, skills and ability of providing family support services. This can include references from past clients, testimonials, and other evidence of successful outcomes.
- **Evidence of Understanding Scope of Work**
    - Provide an in-depth response and understanding of the requested scope of work.
    - Include an itemized description of services to be provided that correlates to the scope of work. Include information regarding a work plan.
    - Specify how your services will meet and exceed the requirements of CSD.
    - Discuss challenges that might be expected based on this service, including existing conditions, location, site or any other factors.
    - Include your team's organization, their working relationships and their current workload.
    - Identify any limitations or restrictions in providing the required services.
  - **Capacity and Capability**
    - Contractor shall provide information about how to plan the execution of the required services and what capacity they have to implement the services and deliverables promptly.
    - Include information of any subcontractor or consultant that the Offeror has indicated to be part of the project team including what areas of work they will perform.

Question No. 4: Does this RFP replace the Mobile Crisis RFP that was previously released?

Answer No. 4: No.

Question No. 5: How do we address a question/concern about a section in Appendix E Professional Agreement?

Answer No. 5: Concerns about Appendix E will needed to be addressed in your proposal letter of transmittal.

Question No. 6: What is the provider level required for this RFP? Is this a family services peer support program or is the focus on providing families BH support (therapy, CCSS, etc.)?

Answer No. 6: The RFP lists various levels of Family Services that are specific to caregivers and family members, such as providing psychotherapy and/or psychoeducation groups, providing support groups, and additional support for caregivers and families navigating care for a child or adolescent with a mental health and/or substance use diagnosis, providing family support services designed to prevent the onset or escalation of mental or behavioral health problems to higher levels of acute behavioral health, and promoting collaborative partnerships between parents, caregivers, and service providers.

The RFP is broad enough that both peer and /or BH support (therapy, etc.) can be captured under this response.

Addendum No. 1 to the original proposal documents and refer to proposal documents, hereto as such. This and all subsequent addenda will become part of any resulting contract documents and have effects as if original issued. All other unaffected sections will have their original interpretation and remain in full force and effect. Responders are reminded that any questions or need for clarification must be addressed to Jack Love, Procurement Specialist Senior at [jalove@santafecountynm.gov](mailto:jalove@santafecountynm.gov).

Attachment A:



**SANTA FE COUNTY**

**PRE-PROPOSAL CONFERENCE**

**RFP NO. 2024-0224-CSD/JL**

**Family Services**

**April 18, 2024 at 10:00am**

<b>NAME</b>	<b>COMPANY</b>	<b>TELEPHONE</b>	<b>E-MAIL ADDRESS</b>
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Amanda Patterson-Sanchez	Procurement Planner Analyst, SFC-Purchasing	(505) 992-6753	<a href="mailto:apatterson-sanchez@santafecountynm.gov">apatterson-sanchez@santafecountynm.gov</a>
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Geneva Murphy	Proposal Manager -Behavioral Health		<a href="mailto:gemurphy@endeavors.org">gemurphy@endeavors.org</a>

**Attachment A:**

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