

# Mental Health Services Oversight and Accountability Commission

RFP TAY-004

Transition Age Youth Advocacy

Questions and Responses 1

| RFP TAY-004<br>Questions and Responses 1     |   |  |  |
|--|---|--|--|
| RFP Section Reference                        | Question  | Commission Response  |  |
| 1<br>Minimum Qualifications A.5<br>(Page 11) | <p>BC2M has 20 California Teen Advisory Board members who participate in bi-weekly calls to give insight and feedback to the organization. These youth advisors are not salaried but will receive a small stipend at the end of their year-long term. Will this count towards our number of TAY advisory board members?</p> <p>Is there a minimum amount of compensation required for these Board members? If so, can we include this in our proposal for the contract term?</p> <p>Do interns count as paid staff?</p> | <p>There is no requirement that a TAY advisory board member be paid.</p> <p>There is no minimum amount of compensation required for Board members.</p> <p>Yes, as long as they are paid interns employed by your organization.</p> |  |
| 2<br>Advocacy 1.1<br>(Page 15)               | Do you have preferred LLE's you would like to see the contractor work with?   | The Commission does not have preferred LLEs.   |  |
| 3<br>Training and Education 2.a              | Is there a minimum number of trainings required per year/ throughout the contract?  | No, there is no minimum number of trainings required per year.   |  |

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|  | (Page 17)                                   | <p>Will the contractor be required to complete these trainings in each of the CA regions?</p> <p>Are webinar/zoom options for training acceptable?</p>   | <p>There is no requirement that trainings specifically need to be given in each of the CA regions. The requirement is for activities, which could include trainings.</p> <p>Webinar/Zoom are acceptable options for training.</p>  |
| 4  | State Level Advocacy Event 5.a<br>(Page 18) | <p>Is there a preference for the location (city or county) of this event?</p> <p>XXXX currently hosts two similar events each year, one in Southern CA and one the Bay Area. Would it be acceptable to include two events in the proposal?</p> <p>Is the primary audience for this event a mixture of youth and legislators, executives/ administrators?</p> <p>Or should it be focused primarily on TAY attendees with mental health professionals /legislators being part of the agenda for the day?</p> | <p>The Commission does not have a preference for the location of the event.</p> <p>There is no restriction on proposing more than one event per year.</p> <p>The primary audience is a mixture of both, TAY and State level leaders. The RFP states, “The event shall include State level leaders and administrators in order to learn about the specific mental health needs of TAY and to show the Statewide support for TAY.”</p> |

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|  |  |   | In addition, "Contractor is required to achieve TAY participation/attendance goals of at least 100 persons for each event."               |
| 5  | VI. References (Page 26)   | Is it appropriate to include a reference from MHSOAC team members (if they agree to provide a reference) that XXXX worked with as part of the Covid Relief grant in 2021? | The Commission can be a reference for this RFP, but to maintain objectivity, a member on the scoring panel may not provide the reference. |
| 6  | N/A  | Are there word limits for the response sections?  | There are no word limits.   |
| 7  | p. 11, III. Proposer Qual., A. Min Qual., 3. "Have experience... with providing access to care for... ethnically diverse, homeless..." | Does the Proposer have to have experience and familiarity with each of these subpopulations or is it sufficient to have experience with some of them?                     | The Proposer must have experience in all subpopulations listed.   |
| 8  | p. 12, III. Proposer Qual., A. Min Qual., 5. "At least 51% of the paid staff, board members..."  | Is it sufficient to have 51% of the paid staff OR board members OR advisory board members be TAY or do all of these categories need to be TAY- majority?                  | It is either 51% of the paid staff, or 51% of the board members, or 51% of the advisory board members are TAY.                            |

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|  |   | <p>If applying as a consortium, does the Lead Agency need to meet this requirement or could its fellow proposers meet it?</p> <p>Does the 51% include LLEs and partners?</p> <p>Can the 51% be met at time of contract execution or must we meet this standard at the time of application?</p> | <p>The consortium as a whole needs to meet the requirements.</p> <p>No, the 51% does not include LLEs and partners.</p> <p>The 51% needs to be met at the time the proposal is submitted, as all proposers must meet the minim qualifications before they are scored.</p>    |
| 9  | p. 13, IV. Scope of Work, A. Contractor Responsibilities, "Create a professional video. "         | <p>Please define "professional." Does this mean the Proposer must work with an outside company to produce?</p> <p>What standard of professionalism must this video meet?</p>   | <p>“Professional” means a person or entity whose primary business is video/media production.</p> <p>There is no requirement for standard of professionalism related to video production.</p>   |
| 10                                       | p. 14, 1.1. Local Level Entity, "Contractor shall be required to contract with one LLE in each. " | <p>Must all LLEs be identified at the time of application? May a university serve as an LLE?</p>   | <p>The minimum required 5 LLEs must be identified at the time of proposal submission. An organization may add additional LLEs during the term of the contract with the Commission’s approval.</p> <p>A university may be an LLE if they meet the minimum qualifications.</p> |

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| 11                                       | p. 16, Additional Activities, b. Track Outcomes.<br>..... "Increase in services being accessed."<br>"                     | Is the LLE required to track increase in services offered/used within its own agency or is it required to track increases across the whole region?   | LLE is required to track increases in services in the area where the activity(s) took place, which is at the county level. |
| 12                                       | p. 17, Training and Education   | Is there a minimum number of trainings to be offered?  | No, there is no required minimum number of trainings.  |
| 13                                       | p. 17, Training and Education, a.4.<br>"Training and ed activities are required to include language-based supports."<br>" | For "common languages that are not usually supported, like Dari and Pashto," must translators for these languages be present at all events, regardless of group composition, or only on request? | Translation services are required when requested.  |
| 14                                       | p. 17, Training and Education, b..2.<br>"Training activities may include peer certification training."<br>"               | May TAY be folded into adult-oriented peer certification training or must this training be TAY-specific?   | Yes, TAY may be folded in adult-oriented peer certification.   |

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| 15                                       | p. 19, State Level Advocacy Event                 | Can the Proposer add a TAY component to an annual advocacy event it already hosts or must this be an entirely new event restricted to TAY held on a different date? | It is acceptable to add the TAY component to an existing event as long as all of the TAY RFP requirements are met. In addition, the costs allowable will only be for the TAY component of the event. |
| 16                                       | p. 23, Deliverables - Payment Milestone report    | May the Payment Milestone Report be an excerpt of the Quarterly Report or must it be a different document?  | This can be addressed after the contract award during the kick-off meeting.  |
| 17                                       | p. 25, LLE, "5.b.1.a. "Have been in existence..." | On p. 15, it says an LLE only needs 1 year, here it says 2. Which is correct?   | Only 1 year is required.<br><br>See Addendum 2 for correction.   |
| 18                                       | p. 27, VI. References                             | If applying as a consortium, must all references relate to the Proposer's performance or could at least 1 reference come from a partner agency?                     | A reference may be for any organization in the consortium. A reference cannot be from a member of the consortium.  |