



**SEDGWICK COUNTY, KANSAS
FINANCE DEPARTMENT**

Purchasing Section

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**ADDENDUM #1
RFP #19-0014
PREVENTION/EARLY INTERVENTION SERVICES
FY 2019 – 2022**

February 15, 2019

The following is to ensure that vendors have complete information prior to submitting a response. Below are some clarifications regarding the Prevention/Early Intervention Services.

Questions and/or statements of clarification are in bold font, and answers to specific questions are italicized.

1. Please provide an expanded explanation and examples of the type of information that is being requested in the Section B. Narrative on page 7:

- **What is meant by “Describe construction and maintenance of a referral process”?**

Answer: One of the requirements of the RFP is that you serve the target population. We are requesting that your response include how you will have an adequate referral source or sources of people who fall in the target population and how you will maintain the source(s).

- **What is meant by “Procedure Process”?**
(A two-page **procedure process** should be developed to outline key features of the program with a focus on evidence based practices. Specific items to be addressed should include engagement into the program intervention procedures including family involvement, and how to support intrinsic motivation to be in the program.)

Answer: The request is directed at summarizing the key components of the program process from entrance in the program through completion with identification of expected outcomes. Provide information on who you are going to work with, what you are going to do (EBP including motivation enhancement) and expected outcomes.

Firms interested in submitting a **proposal** must respond with complete information and **deliver on or before 1:45 p.m. CST Tuesday, March 5, 2019**. Late proposals will not be accepted and will not receive consideration for final award.

“PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE PROPOSAL RESPONSE PAGE.”

A handwritten signature in black ink, reading "Britt Rosencutter".

Britt Rosencutter
Purchasing Agent

BR/ch