

April 10, 2024

**TO:** ALL BIDDERS UNDER RFP No. 24-500668, Public Safety Psychological & Behavioral Health Program (Multi-Year Contract)

**FROM:** Department of Purchasing and Contracting, DeKalb County, Georgia

**ADDENDUM NO. 1**

**Request For Proposal (RFP) No. 24-500668, Public Safety Psychological & Behavioral Health Program** is hereby amended as follows:

1. We have received questions pertaining to this Request For Proposal. The questions and their resulting answers appear below:

A. **Question:** About the solicitation - can you clarify the frequency of the proposed training and workshops detailed in this solicitation.

*Answer: We anticipate at minimum there will be quarterly requirements. Training will be provided annually to approximately 152 Fire Rescue personnel, in different sized groups/training needs. Department will work with the awarded vendor to determine needs assessments.*

B. **Question:** Are out-of-state vendors eligible to apply?

*Answer: As long as the bidder is able to perform the duties as outlined in the RFP. For critical instances (part of RFP) the awarded vendor must be available to respond as needed onsite in some cases.*

C. **Question:** Who are you looking for to provide services? Can only Psychologists or other professional mental health practitioners respond?

*Answer: Licensed psychologist must be the lead in performing tasks as outlined in the RFP.*

D. **Question:** Who will be responsible for ensuring the implementation of the program?

*Answer: The Department of Fire Rescue will work directly with the awarded vendor.*

E. **Question:** Will this program also be offered to the families as well?

*Answer: No*

- F. **Question:** Will there be any upfront cost?

*Answer: Vendors will determine and should factor in any upfront cost based on their proposal and must be included on the price schedule.*

- G. **Question:** Who has funded this project?

*Answer: This project is being funded through the FY2022 Federal Assistance to Firefighter Grant.*

- H. **Question:** Since this is a multi-year contract, how often will this contract be renewable?

*Answer: Although this is a multi-year contract, renewal is based on funding as determined by and in the best interest of the County. Prices proposed should be based on an annual basis. Include your price for one year on the revised Price Schedule attached hereto.*

- I. **Question:** Can the subcontractors be mental health professionals if they only want psychologists?

*Answer: Yes, the team must include a licensed psychologist, other positions may be determined by the vendor.*

- J. **Question:** Do you want a Mental Health Provider to specialize in trauma inform-care?

*Answer: Yes, per professional requirements, specialization in trauma psychology (Public Safety)*

- K. **Question:** Since psychoeducation is done annually, who will do that training?

*Answer: The awarded vendor will provide all training.*

- L. **Question:** What happens if the response is not 40 single-sided pages?

*Answer: The proposer will not be excluded from evaluation for exceeding the 40 single-sided pages.*

Page 3  
Addendum No. 1  
RFP No. 24-500668


---

M. **Question:** If we were unable to attend the LSBE meetings, should we continue with applying? Is there an opportunity to watch a recording or attend another meeting before the solicitation due date?

*Answer: As stated on pages one (1) and ten (10) of the solicitation, interested responders are required to attend all "Mandatory" meetings in order for their proposal to be considered.*

*No, there is not an opportunity to watch a recording or attend another meeting before the solicitation due date. Responders must have attended one of the LSBE meetings listed on page one (1) of the solicitation.*

2. It is the responsibility of each bidder to ensure that he/she is aware of all addenda issued under this RFP. Please sign and return this addendum with your response. You may email Jenifer Chapital, Procurement Agent at [JChapital@dekalbcountyga.gov](mailto:JChapital@dekalbcountyga.gov) before the Proposals are due to confirm the number of addenda issued.
3. All other conditions remain in full force and effect.

  
\_\_\_\_\_  
Jenifer Chapital, MBA  
Procurement Agent  
Department of Purchasing and Contracting

DR/jgc

Attachment: Revised Attachment C – Cost Proposal Form

Page 4  
Addendum No. 1  
RFP No. 24-500668

---

**ACKNOWLEDGEMENT**

Date: \_\_\_\_\_ The above Addendum #1 is hereby acknowledged:

---

(NAME OF BIDDER)

---

(Signature)

---

(Title)

**ATTACHMENT C**

**REVISED COST PROPOSAL FORM**

**Responder:** State PRICING for all costs, direct and indirect, administrative costs, and all things necessary for *Public Safety Psychological & Behavioral Health Program (Multi-Year)*.

| <b>PRICING SHEET</b>        |             |                           |                  |                       |
|-----------------------------|-------------|---------------------------|------------------|-----------------------|
| <b>DESCRIPTION</b>          | <b>YEAR</b> | <b>ESTIMATED QUANTITY</b> | <b>UNIT COST</b> | <b>EXTENDED TOTAL</b> |
| Policy Development          | Lump Sum    | 1                         |                  |                       |
| Wellness Program            | Lump Sum    | 1                         |                  |                       |
| Crisis Management           | Lump Sum    | 1                         |                  |                       |
| Consultation                | Lump Sum    | 1                         |                  |                       |
| Training                    | Lump Sum    | 1                         |                  |                       |
| Fitness For Duty Per Person | Each        | 300                       |                  |                       |
| Wellness Check Per Person   | Each        | 50                        |                  |                       |
| <b>TOTAL</b>                |             |                           |                  |                       |

---

(State the amount in writing on this line.)