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**STATE OF INDIANA**

**Request for Proposal 20-010**

**Addendum #1**

**INDIANA DEPARTMENT OF ADMINISTRATION**

**On Behalf Of**

**Family and Social Services Administration**

**Division of Mental Health and Addiction**

**Solicitation For:**

**Evidence-Based School Social Services Program**

**Response Due Date: July 22, 2019 @ 3:00 PM EST**

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Indiana Department of Administration

Procurement Division

402 W. Washington St., Room W468

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The following questions and guidance requested during the pre-proposal are provided below.

1. Operational definition of “social services providers”?

**Definition:**          Social Services Provider

Social Services Providers aim to help individuals, families, children, and communities to achieve physical, social and emotional wellness. They promote collective well-being, equity, cultural responsiveness and social service opportunities in communities. They encompass a broad range of services, including but not limited to health care, welfare, social work, counseling, adoption and/or foster services.

1. Does current programming have to cease? (in order to complete the planning phase)

Planning phase is only for new schools; readiness assessment must be completed only for new schools; schools that would be continuing current programming do not need to cease for a planning phase. However, respondents should clearly demonstrate in the proposal, the entity and the specific schools’ capacity to start/continue programming without a planning phase.

1. Can match be from schools? In-kind specifically – would this be allowable??

Matching funds can be secured through schools. However, the purpose of this funding is to assist schools, not to burden them financially or with added duties to current positions.

1. Need to define more specifically what is allowable match requirements.

There are no restrictions on matching funds’ originations. However, respondents must review requirements of funding source being used as match. (For example, if using schools’ funds, respondent should review requirements for the source of the schools’ funds, state or federal.)

DMHA will fund 65% of the total program cost – for example, if the total program will cost $1,100,000 each year, DMHA will award 65%, which is $715,000. Respondents should determine the total cost to implement its proposed programs and then secure 35% of the cost in matching funds.

In order to be awarded $1,100,000 each year, the total program cost would need to be at least $1,692,308. ($1,692,308 x .65 = $1,100,000.20) The respondent would need to secure $592,307 in matching funds. (The example on the cost proposal instructions has been removed)

1. Can counties along the border be included in a different region?

Because this program structure is brand new, we will be funding entities to serve counties within the regions as defined. After the initial two-year implementation, DMHA will re-evaluate the regional infrastructure.

COST PROPOSAL

Section 2.5 – The cost proposal has been updated.

The automate calculation within the cost proposal is now working between the cost proposal tab and the matching fund tab.

Summary of Changes in RFP (changes in red)

Section 3.2 -

## EVALUATION CRITERIA

Proposals will be evaluated based upon the proven ability of the Respondent to satisfy the requirements of the RFP in a cost-effective manner. Each of the evaluation criteria categories is described below with a brief explanation of the basis for evaluation in that category. The points associated with each category are indicated following the category name (total maximum points = 103). Negative points may be assigned in the cost score. Additionally, there is an opportunity for a bonus of five points if certain criteria are met. For further information, please reference Section 3.2.3 below. If any one or more of the listed criteria on which the responses to this RFP will be evaluated are found to be inconsistent or incompatible with applicable federal laws, regulations or policies, the specific criterion or criteria will be disregarded and the responses will be evaluated and scored without taking into account such criterion or criteria.