



**ADDENDUM #2  
Housing and Human Services  
Therapeutic Services  
SOQ # 7120-20**

March 18, 2020

The attached addendum supersedes the original Information and Specifications regarding SOQ # 7120-20 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

**Please note: Due to Covid-19, proposals will only be accepted electronically by emailing [purchasing@bouldercounty.org](mailto:purchasing@bouldercounty.org).**

All providers wishing to contract with Boulder County for services listed in this plan MUST complete an application. This includes current and new providers.

If potential applicants have explored the option of billing Medicaid and have been advised by the State that the services being provided are not billable to Medicaid, please indicate this in the response to the SOQ. Applicants who have explored the option of billing Medicaid and are not eligible to bill Medicaid will not be scored on the Medicaid portion of the scoring matrix. Those applicants shall receive a not applicable "N/A" score and it will not impact their overall rating on the evaluation.

Service matching will be made using the standardized Child and Adolescent Needs and Strengths Assessment (CANS), and it shall be a key component of the family meetings, Case Worker meetings, and reassessments.

Boulder County Housing and Human Services (BCDHHS) has identified needs for services specifically in the Longmont and mountain communities. Potential applicants should indicate in their application the geographic regions they are able to serve within Boulder County.

If potential applicants are qualified to provide more than one service listed in the SOQ, applicants may apply for any number of those services. Applicants may use one application to apply for multiple services, they do NOT need to submit a separate application for each service for which they are applying.

1. Question: Is this for charitable organizations or other businesses in Boulder County?

**ANSWER: Any agency that meets the qualifications required to provide requested services may apply.**

2. **Question: Documentation of Policies and Procedures for service delivery – Are applicants required to submit statement of affirmation regarding having policies and procedures for services in place or are formal copies/documentation of these policies and procedures required as part of the SOQ response packet?**

**ANSWER: Applicants may submit a statement of affirmation with their response packet. However, if awarded a contract, vendors should be able to produce copies of these materials upon request.**

3. Question: Documentation of staff training and clinical supervision – Are applicants required to submit statement of affirmation regarding having formal staff training and clinical supervision or are formal copies/documentation of these training lists and supervision policies and procedures required as part of the SOQ response packet?

**ANSWER: Applicants may submit a statement of affirmation with their response packet. However, if awarded a contract, vendors should be able to produce copies of these materials upon request.**

4. Question: Demonstrated ability to report quantitative and qualitative program data - Are applicants required to submit statement of affirmation regarding having outcome measures, evaluations, etc. or are formal copies/documentation of these outcome measures required as part of the SOQ response packet?

**ANSWER: Applicants may submit a statement of affirmation with their response packet. However, if awarded a contract, vendors should be able to produce copies of these materials upon request.**

**Submittal Instructions:**

Submittals are due at the email box (preferred) listed below, for time and date recording on or before **2:00 p.m. Mountain Time on March 30, 2020.**

**Please note that email responses to this solicitation are preferred, but are limited to a maximum of 25MB capacity. NO ZIP FILES ALLOWED. Electronic Submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.**

Email [purchasing@bouldercounty.org](mailto:purchasing@bouldercounty.org); identified as **SOQ # 7120-20** in the subject line.

Any proposal received after due date and time will be returned to the bidder. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all proposals, to waive any informalities or irregularities therein, and to accept the proposal that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.



**RECEIPT OF LETTER  
ACKNOWLEDGMENT**

March 18, 2020

Dear Vendor:

This is an acknowledgment of receipt of Addendum #2 for SOQ #7120-20, Therapeutic Services.

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding addendum. Please sign this acknowledgment and email it back to [purchasing@bouldercounty.org](mailto:purchasing@bouldercounty.org) as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525. This is also an acknowledgement that vendor understands that **due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.**

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Company \_\_\_\_\_

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