



**THE COUNTY OF GALVESTON**

**RUFUS G. CROWDER, CPPO CPPB**  
PURCHASING AGENT

**GWEN MCLAREN, CPPB**  
ASST. PURCHASING AGENT

COUNTY COURTHOUSE  
722 Moody (21<sup>st</sup> Street)  
Fifth (5<sup>th</sup>) Floor  
GALVESTON, TEXAS 77550  
(409) 770-5371

July 2, 2014

**RE: ADDENDUM #1**  
**RFP #B142015 Substance Abuse Treatment Services for Adult Probation**

To All Prospective Proposers,

The following information is being provided to aid in preparation of your proposal submittal(s):

**OPENING DATE:**

RFP # B142015 Substance Abuse Treatment Services for Adult Probation originally scheduled to be opened on Thursday, July 10, 2014 at 2:00 P.M. has been re-scheduled. The new deadline for submitting a proposal is as follows:

**Date: Thursday, July 17, 2014**  
**Time: 2:00 P.M.**

Please send bid submittals to:  
**Galveston County Purchasing Agent**  
**Attention: Rufus Crowder, CPPO CPPB**  
**722 Moody (21<sup>st</sup> Street), Fifth (5<sup>th</sup>) Floor**  
**Galveston, Texas 77550**

As a reminder, all questions regarding this proposal must be submitted in writing to:

Rufus G. Crowder, CPPO CPPB  
Galveston County Purchasing Agent,  
722 Moody, Fifth (5<sup>th</sup>) Floor  
Galveston, Texas 77550  
Fax: (409) 621-7987  
E-mail: [rufus.crowder@co.galveston.tx.us](mailto:rufus.crowder@co.galveston.tx.us)

Please excuse us for any inconvenience that this may have caused.

Sincerely,

A handwritten signature in black ink, appearing to read "Rufus G. Crowder", followed by a long horizontal line extending across the page.

Rufus G. Crowder, CPPO CPPB  
Purchasing Agent  
Galveston County



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722 Moody (21<sup>st</sup> Street)  
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GALVESTON, TEXAS 77550  
(409) 770-5371

July 8, 2014

**RE: ADDENDUM #2**  
**RFP #B142015 Substance Abuse Treatment Services for Adult Probation**

To All Prospective Proposers,

The following information is being provided to aid in preparation of your proposal submittal(s):

**Question #1:** *Bonding Requirements – Generally we see these with construction RFP’s. Since we do not know what the total amount of the contract is going to be – it will be difficult to estimate what 5% of the contract price will be.*

Response: Please disregard the bonding requirement requests as mentioned in the proposal advertisement. They are not applicable to this solicitation.

**Question #2:** *Performance and Payment Bonds – We have never seen these before – question is how are these different from our Employee Dishonest Bond(s) and Malpractice Insurance: How should this be addressed?*

Response: Please disregard the Performance and Payment Bond requests as mentioned in the proposal advertisement. They are not applicable to this solicitation.

**Question #3:** *Page 20 – Proposal Format Requirements – Part B (3) – c- The rate proposed multiplied by the number of units proposed must equal the total proposed total budget. Question – The department is in charge of how many clients are referred to us. It is difficult for us to estimate the total number of units provided when we have no guarantees of referral numbers. How should this be address? (Page 30 – Appendix II states – budgets are required for Residential Programs only)*

Response: The number of units will be a proposed number estimated to be serviced for residential services only during a specific time. Example \$\$\$\$ times and estimated #### of persons per month = \$\$\$\$\$\$.

**Question #4:** *Page 21 – Required Information - #3 – will a copy of our current malpractice insurance and dishonesty bonds insure compliance with this request: We deal with a HUGE insurance company and getting company “specific” information is nearly impossible in such a short period of time.*

Response: A copy of the current insurance policy showing the active dates will suffice.

**Question #5:** *Page 22 – Required Information - #11 – “The CSCD will consider proposals to provide substance abuse services for special need offenders at higher rates.” The definition on page 8 - #29 defines this client as “Offenders who have significant problems in the areas of mental health, diminished intellectual capacity, or medical needs. Can you please define further – does this definition include/exclude certain diagnosis?*

Response: The proposal should describe the special needs population to be serviced. The program may include or exclude certain diagnosis if applicable.

**Question #6:** *What is required for providers who do not anticipate a set dollar contract value in regard to Proposer's Bond and Performance and Payment Bonds?*

Response: Please refer to response on Question #2

**Question #7:** *Page 1 requests an original and 4 copies but on page 3 it states an original and 1 copy. Which is correct?*

Response: Page 3 is correct. An original and one (1) copy of your proposal are requested to be submitted.

**Question #8:** *Page 6 refers to item 11 Criminogenic Risk/Needs. On page 14 paragraph 4 stipulates a comprehensive offender assessment. Who provides the assessment tool? I know Probation was developing a new population validated tool for assessing criminogenic risk, but this is not part of standard substance abuse treatment/assessment, although we do take historic reports from clients as part of our assessment. Can we get the new tool for criminogenic risk?*

Response: The assessment tool mentioned on page 14, paragraph 4 refers to the preferred substance abuse assessment tool the provider wishes to use. This particular assessment does not need to reference the criminogenic needs on page 6; however, if any of the listed need areas are related to the substance abuse, the treatment plan should address the criminogenic need/s associated with the substance abusing behavior.

**Question #9:** *You mentioned a possible extension to the due date. Will you please advise?*

Response: The proposal opening date has been extended to **Thursday, July 17, 2014, 2:00 P.M.**, at the location designated in the solicitation package.

As a reminder, all questions regarding this proposal must be submitted in writing to:

Rufus G. Crowder, CPPO CPPB  
Galveston County Purchasing Agent  
722 Moody, Fifth (5<sup>th</sup>) Floor  
Galveston, Texas 77550  
E-mail: [rufus.crowder@co.galveston.tx.us](mailto:rufus.crowder@co.galveston.tx.us)

If you have any further questions regarding this proposal, please address them to Rufus Crowder, CPPO CPPB, Purchasing Agent, via e-mail at [rufus.crowder@co.galveston.tx.us](mailto:rufus.crowder@co.galveston.tx.us), or contact the Purchasing Department at (409) 770-5371.

Please excuse us for any inconvenience that this may have caused.

Sincerely,



Rufus G. Crowder, CPPO CPPB  
Purchasing Agent  
Galveston County