



Procurement and Contracting Services

Request for Proposals for Intensive Outpatient Program Services

Addendum #1

**Please mark all proposal submission
Files with the following information**

**Sealed RFP # L052401
Due on June 7, 2024 no later than 2:00 PM, MST**

This Addendum is issued to answer questions received prior to the deadline.

1. What is the anticipated date the RFP will be awarded?

Following the proposal due date (6/7/24), our hope is that the RFP will be awarded within two weeks.

2. Is United Healthcare Student Resources the only insurance provided to students by the University?

Yes.

3. Please verify anticipated start date of services will be August 2024

We anticipate a trial run starting the week of August 19, 2024, with the program officially launching the week of August 26, 2024 (coinciding with the beginning of Fall semester 2024). Ideally, the program will launch no later than Tuesday, September 3.

4. As the state application process to obtain a satellite location to our current PHP/IOP facility based programs can be lengthy, can we submit the state application prior to being awarded the RFP?

Yes, this acceptable.

5. Regarding Licensure: We wanted to confirm that a LAC (Licensed Associate Counselor) licensure would be sufficient for the therapist of the IOP provided the associate counselor is supervised by an independently licensed individual per state requirements.

Yes, we are comfortable with associate level licensees with appropriate supervision.

6. Per section 4.46 What type of data would the U of A want to be able to have access to from us? Is this referring to outcome measures? We do plan to share outcome results with the UofA and we gather those upon admission, mid-treatment, and discharge.

Yes, outcome measures and general data about number of referrals and demographics if at all possible. We like to share this kind of data in our annual report, and it would be good to be able to report out on how this program is beneficial to various populations on campus.

7. Per section 5.0 there is language about psychiatry services. Typically in IOP patients are only seen by a psychiatrist on an as needed basis, which we can definitely provide to those in the group if it is deemed necessary by the therapist running the group. Are we able to provide those services virtually while providing the therapy group in person on campus?

Yes, we understand that psychiatry would be provided on an as needed basis. We anticipate that at times our partner would also work collaboratively with the CAPS psychiatry team when appropriate. Virtual psychiatry services would be appropriate and welcomed.

8. Per section 5.5 Do these references need to come from other IOP programs in the area recommending us as a treatment center? Or are we listing community partners we've worked with who offer comparable services for you to reach out to as a reference?

The references provided can be from community partners you have worked with in similar or comparable capacities. The references do not have to have come from the IOP space, but from a more general collaborative work scenario.

9. Per section 5.1.3.2 We will specify the staff who will be running the program and working with patients but if there is a change in staffing prior to the launch is this acceptable? And if so, how would we go about submitting the change and to whom would we need to send this information?

Yes, this would be acceptable and understandable as workforce change does occur. If a change in staff does occur before the launch of the program, we ask that you give us notice within 2-weeks of the change happening, and at least 3-weeks notice prior to the IOP launch date. If a change in staff is to happen during the middle of the IOP program, we ask to be notified within 2-business days of the change taking place.

10. Per section 5.1.3.8 How specific do we need to be in the overview of curriculum? We are planning a 6 week curriculum, would it be sufficient to send over a week by week schedule of what we plan to cover in each of those weeks? This same section also mentions peripheral mental health resources available to students participating in the IOP. What exactly is this asking for so we can be sure to include it? Does this mean additional referrals we might provide to students (ex: a list of registered dietitians in the area if struggling with disordered eating)?

Yes, a week-by-week schedule would be perfect. We would anticipate sharing some of this information with students we are referring as it would help us “sell” the program to students who may be uncertain about the referral. And yes, we want to get a sense of tertiary services that would be available to students enrolled in the IOP program. We don’t think we need to get too specific with names of every provider, just trying to get a sense of where potential gaps would exist.

11. Per section 5.3.2 Can we please be provided the templated needed to complete the WCAG and the VPAT?

The template can be found at <https://accessibility.arizona.edu/guidelines/purchasing/vpat>

12. Do we need to generate a contract for this agreement or is this something that would be generated by the U of A and sent over to Sierra Tucson?

The UofA will be responsible for creating the contract document.

All else remains the same.