



REQUEST FOR PROPOSALS

ADMINISTRATIVE OFFICE OF THE COURTS (AOC)

REGARDING:

Addendum #1 to:

*Employee Assistance Program for the State of California's Judicial Branch
RFP #HR-2012-01-RB*

PROPOSALS DUE:

*November 29, 2012 no later than 1:00 p.m.
Pacific time*

This Addendum 1 hereby modifies the RFP as follow:

1.0 Deletions in the RFP are shown in strikeout font (~~strikeout font~~); insertions are shown in bold underlined font (**bold underlined font**). Paragraph numbers refer to the numbers in the original RFP.

2.0 The following change is made to RFP Section 3.1.7:

“3.1.7 Provide mental health professionals with the following licenses: marriage and family therapist (MFT), licensed professional counselors (LPC), licensed clinical social workers (LCSW), ~~attorneys (JD)~~, and psychologists (PhD). **Although desired, but not required, if any of the above health professionals are also an attorney with a JD, please include a statement of those individual’s degrees.**”

3.0 The following language is added as RFP Section 3.1.13:

“3.1.13 Maintain Knox-Keene Licensing.”

4.0 Section 9, Evaluations of Proposals, is modified as follows:

9.0 EVALUATION OF PROPOSALS

At the time proposals are opened, each proposal will be checked for the presence or absence of the required proposal contents.

The AOC will evaluate the proposals on a 100 point scale using the criteria set forth in the table below. The award, if made, will be to the highest scored proposal.

Table 3:

CRITERION		MAXIMUM NUMBER OF POINTS
1.	Demonstrated Experience and Qualifications <u>including Knox-Keene Licensing</u> (see RFP Sections <u>3.1.13</u> , 7.1, 7.3, and Attachment 7, Questions 8 and 16)	30
2.	Demonstrated experience and success in providing mental health services to a diverse, statewide membership base. (see RFP Section 3.1 and Attachment 7 Question 9)	
3.	Demonstrated experience in overseeing and monitoring a mental health professional network. (see RFP Section 3.1 and Attachment 7 Questions 15 and 17)	
4.	The qualifications of the proposed dedicated program manager. (see RFP Section 3.2)	
5.	The credentials and qualifications of mental health professionals	

<p>and phone intake specialists. (see RFP Section 3.2 and Attachment 7 Questions 13 and 14)</p> <p>6. Ability to provide mental health services within California’s 58 counties. (see RFP Section 3.1.5 and Attachment 7 Question 1)</p> <p>7. Ability to provide in-person, Web-based, and telephonic mental health professional sessions for member within California’s 58 counties. (see RFP Section 3.1.8 and Attachment 7 Question 6)</p> <p>8. Ability to provide Critical Need consultation. (See RFP Section 3.5.)</p>	
<p>9. Proposed method to managing statewide mental health professional services for a diverse membership base (see RFP Sections 3.2, 3.3, 3.4, and 3.5 and Attachment 7 Questions 2, 3, 4, 5, 15, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 28)</p> <p>10. Demonstrated ability to measure program effectiveness by conducting utilization metrics and providing analysis. (See RFP Section 3.3.2 and Attachment 7, Question 12)</p> <p>11. Proposed method to transition services from the current provider for services that are currently in place for members. (see RFP Section 3.4 and Attachment 7, Question 7)</p> <p>12. Proposer’s standard service practices (see RFP Section 7.1.7.)</p>	30
<p>Cost Reasonableness (See RFP Section 7.4, and Attachment 7, Question 10, and Attachment 8)</p>	30
<p>Acceptance to Terms and Conditions (see RFP Section 7.2)</p>	10
<p>Maximum Score</p>	<p>100</p>

[End of Addendum 1]