

**ADDENDUM NO. 2**  
**to**  
**COUNTY OF VENTURA REQUEST FOR PROPOSAL NO. 5744**  
**REALIGNMENT EVIDENCED-BASED SERVICES**

May 2, 2014

Prospective Offerors are hereby notified of the following:

**1. Questions and answers attached.**

**SUPPLIERS signed addendum is due on or before due date & time.**

  
Bettina Vicencio, Buyer

**SUPPLIERS ACKNOWLEDGMENT:**

I hereby acknowledge this Addendum No. 2

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

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**County of Ventura**  
**Request for Proposals No. 5744**  
**Realignment Evidenced-Based Services**  
**QUESTION AND ANSWER NO. 1**

May 2, 2014

1. Question: What is the anticipated number of offenders to be receiving services at any given time for each of the three projects i.e. how many slots do you need?

Answer: **A Community Case Manager would have a caseload of approximately 30-40 offenders. If a prospective vendor provides service County wide, we may need a Community Case Manager assigned to each of our three regions, Simi Valley, Oxnard and Ventura. A prospective MRT provider would provide classes in any or all areas of the county. MRT training specifies the # of offenders that should be in each group. The number of offenders vary in each of our regional offices, so it is difficult to say how many groups would need to be held on a weekly basis. Parenting classes would be similar to MRT in that a vendor could provide services County wide or in a particular region. Again, the # of offenders vary per region. The prospective vendor can tell us how many offenders they can accommodate.**

2. Question: What location will the services be provided from?

Answer: **The location can be anywhere in Ventura County.**

3. Question: How much funding is available for each of the three projects?

Answer: **There isn't a set amount. The County wants the best service at the best price.**

4. Question: Will the project (s) be funded for one year? (with an optional one year contract extension)?

Answer: **This is a one year contract with the possibility of renewal at the end of the year.**

5. Question: Should separate proposals be submitted if multiple projects are being proposed?

Answer: **One proposal can be submitted for multiple projects, as long as they are providing the deliverable on each project and is clearly marked.**

6. Question: Please define "full support" verse "graduated support."

Answer: **Full support means more intensive services is required during the first three months, while graduated support is required from the fourth through ninth month that would involve less intensive services.**

7. Question: Please clarify what you mean by "transportation services."

Answer: **What is meant by transportation services is assisting offenders with transportation to and from their appointments, whether it is providing the transportation or assisting with their transportation needs.**

8. Question: Please confirm we do not need reference letters, that we simply must provide the information about our references as listed in Proposal Content B.E.

Answer: **The requirement is to provide references not reference letters.**

9. Question: In section B.H. (Budget/Compensation) it asks for a proposed budget and work schedule with work hours of key personnel. I do not know the number of clients proposed. Hence, based on what numbers, i.e. client population, should we be providing a proposal?

Answer: **See Answer to No. 1 for the number of offenders. The responses should provide an hourly rate per position. For example, a Community Case Manager would be compensated at an hourly rate, regardless of the # of offenders receiving services.**