

October 18, 2002

TO: Prospective Proposers

FROM: Patrick L. Ogawa, Director  
Alcohol and Drug Program Administration

**SUBJECT: ADDENDUM NUMBER 1 FOR THE REQUEST FOR PROPOSALS FOR ALCOHOL AND DRUG PROPOSITION 36 PROGRAM SERVICES**

This is Addendum Number 1 for the Request for Proposals for Alcohol and Drug Proposition 36 Program Services – September 2002. Please be advised of the following revisions:

- **Section VI. SCOPE, C. Level of Services, page 9, Level II heading is deleted and replaced with:**

2. Level II – Minimum duration in treatment services: 224 days

- **Section XII, Exhibit II, LOS ANGELES COUNTY PROPOSITION 36 STANDARDS AND PRACTICES, VERSION 1.0, include the following attached documents:**

Appendix II - Intake Assessment Form (Attachment I)

Appendix III - Summary of Treatment and Supervision Matrix (Attachment II)

Appendix IV - Initial Treatment Plan Form (Attachment III)

Appendix V - Progress Report Form (Attachment IV)

- **Section XII, Exhibit I, Outpatient Counseling Exhibit, 5. REIMBURSEMENT, page 3, paragraph 3, 1) is deleted.**

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Please be advised of the following responses to questions from Proposers' Conferences held on October 9, 2002, October 11, 2002, and October 15, 2002.

**1. Can we contact CASCs for information on courts and probation offices?**

Yes. Limited information on the courts may be obtained from the CASCs. There is also a Deputy Probation Officer at each Proposition 36 CASC site.

**2. Where can I get statistics on the number of Proposition 36 referrals, current numbers assessed with dual diagnosis, number of treatment providers serving dually diagnosed, etc?**

Upon approval of the Board of Supervisors, the amended Alcohol and Drug Program Administration's (ADPA) Proposition 36 Annual Report for 2001-2002 will be made available at ADPA. The document contains information on first year client referrals, but no information on dually diagnosed. The document will also be placed on the Web Site

(<http://lapublichealth.org/adpa>) under Proposition 36.

**3. If our proposal is for residential services, will it be open to clients countywide or only in the SPA we wrote for?**

The residential services will be open for clients countywide.

**4. Where can I obtain the Addiction Severity Index (ASI) or is it automated with the Treatment Court Probation Exchange (TCPX)?**

The Addiction Severity Index (ASI) can be obtained from UCLA Integrated Substance Abuse Programs by contacting Desiree A. Crevecoeur, Project Director at (310) 312-0500 ext 345. The ASI is not automated with the Treatment Court Probation Exchange system.

**5. Do we need to include proposed drug testing costs or is that separate?**

Proponents should not include drug testing costs in their budgets. For the drug testing required under the Los Angeles County Proposition 36 Standards and Practices, Version 1.0, the costs will be offset through ADPA's contract with the Laboratory Corporation of America.

**6. Should the licenses and certifications be included under Agency Capabilities, 2, Treatment/Recovery Service Site Location, page 28 and Facility Business Licenses and Certification, page 35?**

The licenses and certifications can be included as attachments under Section H, Facility Business Licenses and Certification.

**7. Will agencies be notified if they qualify but are unfunded?**

ADPA will notify agencies regarding the results of the proposal evaluation process, but will not state if an agency is qualified.

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**8. The same items are requested in several sections. Are they required at both places in the proposal? Do we put originals of attachments E, F, and G and copies of others in Section R?**

The documents should be placed in both sections. The originals of Attachments E, F, and G, and copies of the others can be placed in Section R.

**9. Can one agency submit two separate proposals for different services at different sites in two SPAs? Do we submit one proposal for residential and outpatient or multiple SPAs and is the 30 page limit enforced?**

An agency is required to submit only one proposal for either outpatient counseling and/or residential treatment services. The proposal can cover multiple services and SPAs, but the agency is required to limit the narrative to 30 pages. An agency must submit separate budgets and budget narratives for outpatient and/or residential treatment services for each SPA, and submit separate work plans for outpatient and/or residential treatment services for each SPA.

**10. What are the estimated number of residential beds needed in Los Angeles County?**

This number is not needed to complete a proposal. Proponents are required to propose the number of beds that they can dedicate to this solicitation based on the funding available per SPA.

**11. How do we obtain the substance abuse program financial contract handbook?**

The substance abuse program financial contract handbook will be provided at time of contract execution.

**12. How do we obtain the Los Angeles County Service Description of Activities dated 7/1/93?**

The Los Angeles County Service Description of Activities dated 7/1/93 will be provided at time of contract execution.

**13. How do we obtain the State Department of Alcohol and Drug Program's assistance guide dated 11/1/90?**

The State Department of Alcohol and Drug Program's (SDADP) Assistance guide dated 11/1/90 can be obtained by contacting Cynthia Amaya from SDADP at (916) 445-7993.

**14. Does Proposition 36 pay all or is there a co-payment?**

Treatment agencies shall assess a non-Drug Medi-Cal client's fee to contribute to the cost of treatment based on their determination of the client's ability to pay. The County shall pay the treatment program the remaining cost of providing Proposition 36 services. Agencies should refer to the California Code of Regulations (CCR) Section 9532(b). For Drug Medi-Cal clients, refer to CCR Section 9533(a)(2).

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**15. Is the budget narrative part of the 30 page limit?**

The budget narrative is not part of the 30 page limit. The budget narrative is to be included as an attachment.

**16. How much money is available for new programs versus continuing programs? We are a current provider of Prop. 36 services, we provide services to many priority populations and will maximize our contract. Is the RFP the appropriate avenue to pursue more funding or an augmentation of our current contract?**

\$2.3 million is available to fund services solicited by the RFP. Existing Proposition 36 service provider contracts will not be augmented with these funds. ADPA makes no commitments at this time regarding future funds available for current contract augmentations.

**17. We serve the veterans and work closely with the VA. Can we subcontract for outpatient services with the VA? Would we get compensated for the services provided by the VA?**

The Veterans Administration (VA) has indicated to ADPA that they would like to receive referrals and provide Proposition 36 treatment services to eligible veterans, which would be financed by federal funding. The logistics of this arrangement are yet to be finalized. The VA may subcontract with community agencies to provide these services, but agencies wishing to

subcontract with the VA would not be compensated by Proposition 36 funds through their contract with ADPA.

**18. Are these funds Drug Medi-Cal matchable?**

These funds are not Drug Medi-Cal matchable, since it is prohibited under CCR Section 9533(b).

**19. Does this funding include \$50,000 start up funds and if not where do you apply for that?**

The initial contract period from approximately February 1, 2003 to June 30, 2003 will be a cost line item reimbursement contract; whereby, one time start up costs may be reimbursable. For allowable costs and restrictions, refer to CCR Section 9530.

**20. Can the funding be used for renovation of facility?**

For funding restrictions that apply to renovations and construction costs, refer to CCR Section 9530.

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**21. Under Section XIII, Attachment E, Principal Owner Information Form, clarify item "Payment Received from Contractor."**

Under Principal Owners, an agency must specify who owns ten percent or more. If there are no persons that own ten percent or more, then the agency should check the appropriate box and sign the document. If there are persons that own ten percent or more, then the agency should check the appropriate box, list the individuals, and circle either "Yes" or "No" if the individuals receive payment from the agency.

**22. For monolingual Spanish or monolingual non-English/non-Spanish, are undocumented persons eligible for services under Proposition 36?**

Undocumented persons are not excluded from receiving services under Proposition 36 due to their immigration status.

Note: Notwithstanding a recommendation of the director, a department, agency, individual, or other, the Board of Supervisors retains the right to exercise its judgment concerning the selection of a proposal and the terms of any resultant agreement, and to determine which proposal best serves the interest of the County. The Board of supervisors is the ultimate decision making body and makes the final determination necessary to arrive at a decision to award, or not award, a contract.

PLO: tmd  
a: addendum1prop36tx

Attachments

c: Riley J. Austin  
Robert E. Ragland