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DEPARTMENT OF FINANCE
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Addendum No. 2

RFP No. 24-19

**EVIDENCE-BASED OPIOID ABATEMENT STRATEGY, IMPLEMENTATION,
EVALUATION, AND COMMUNICATION FOR ROCKDALE COUNTY**

November 26, 2024

RFP #24-19 is hereby amended as follows:

1. Below are questions received and corresponding answers:

A. Question: Is there a not-to-exceed budget for this project?

Answer: Not to exceed the \$135,000 per year for 3-5 years.

B. Question: Is there a desired proposal format?

Answer: Per the RFP

C. Question: What are you looking for with the Information Technology Disclosures? Is this specific to the data dashboard component of work, or of the vendor company as a whole?

Answer: Per Vendor Choice

D. Question: Is there a desired platform for opioid abatement dashboards? Do you envision that these will be hosted by the vendor or by Rockdale County once developed? Does the dashboard need to integrate with any existing county systems or data platforms?

a. Are data sharing agreements anticipated to be needed for any data desired on the dashboard? If yes, will Rockdale facilitate these agreements, or will the vendor be responsible for securing them?

b. Should ongoing dashboard maintenance/update/hosting costs be scoped, and for what period of time?

c. Are the dashboards intended to be public, or limited to specific contributors to the opioid abatement work? If limited, approximately how many users will need access?

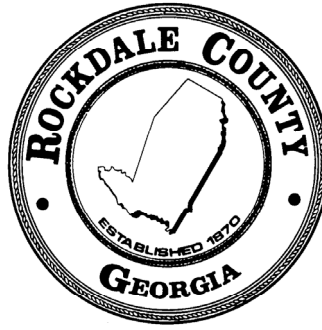
Answer: No, there is not a desired platform it is a vendor dashboard platform. This will be vendor hosted once developed.

a. Yes, Rockdale data sharing agreement will be a part of the fee. The vendor will be responsible for securing the data for Rockdale County.

b. Yes, Dashboard maintenance and hosting cost shall be a part of the project during the duration of the contract.

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c. The dashboard will not be public unless Rockdale County decide to make it public. Users will be a part of vendor agreement. Allowing vendor to identify how many users you are agreeing to give Rockdale.

E. **Question:** What is the overall timeline of the project? Are there interim timelines for discrete components (e.g., needs assessment, strategy, and budget development)? How long should the data collection/evaluation, capacity building, and training and technical assistance be scoped for?

Answer: Rockdale timeline project will be a minimum of 3 years. Rockdale will be considering how long the vendor will be able to move the project through a timeline providing accomplishments.

F. **Question:** To what extent is in-person engagement (vs. virtual) desired from the project team?

Answer: As required to perform the task

G. **Question:** Is there an existing Advisory Committee that would be utilized to provide input on the needs assessment and strategic planning process? If existing, who currently facilitates the group, and how many stakeholders typically participate?

Answer: Rockdale has an existing Advisory Opioid Committee. The Committee will be utilizing the strategic process. The State have mandates of Stakeholders that are a part of the Rockdale Opioid Committee. Brenda Ernest, Chairperson, Community mandated stakeholders GRN Health Department, Rockdale County Sheriff Office and Viewpoint Community Service Board. The team comprise other stakeholders with direct experience within the opioid community.

H. **Question:** How many county staff will participate in this process?

Answer: This depends on what the vendor will provide. Rockdale is looking to minimize the number of county staff necessary to accomplish this project.

I. **Question:** To what extent will the County facilitate access to existing data that may be used for assessment, data dashboard, and evaluation purposes (e.g., indicator data from state/county level agencies; local survey data; data on demographic, economic, social, and environmental factors and trends; etc.)?

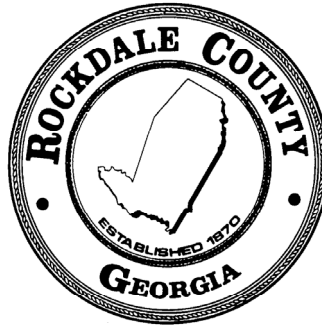
Answer: Vendor chosen will have access to Rockdale data to help with the project.

J. **Question:** What are the size and scope of other existing coalitions/committees who might be engaged with this process to provide feedback and/or connect us to community stakeholders?

Answer: Rockdale has connected with other coalitions and community stakeholders who are interested and experienced with opioid engagement they will be totally involved in the process.

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- K. Question:** Do you anticipate this assessment will include primary data collection (focus groups, surveys, interviews, etc.), or will it focus on existing secondary data to inform the strategic planning?
- a.** If primary data collection is expected: are there specific stakeholders or partners that you would prioritize for inclusion in the data collection efforts (e.g., community, treatment providers, other key stakeholders)?
 - b.** If primary data collection is expected: To what extent will the county be able to support participant recruitment for primary data collection activities (e.g., connections to existing organizations or networks that are relevant)?
 - c.** If primary data collection is expected: Does the county have an internal review process required for research materials (for example surveys, focus group guides, recruitment material, etc.)? If yes, please describe.
 - d.** If primary data collection is expected: Does the county anticipate collection of data and/or dissemination of findings in language(s) other than English?
 - e.** If primary data collection is expected: Are incentives for participation in data collection activities allowed, and if so, is there a cap on the allowable amount per participant?

Answer:

- a.** All existing stakeholders' partners that are interested in the Opioid Abatement will be included in this process.
- b.** As much as possible
- c.** No
- d.** Potentially as needed.
- e.** Rockdale County Legal Department will need to consult with this matter. Laws pertaining to incentives can very complex.

- L. Question:** In the Training, Technical Assistance, and Customer Success Support description (p 12-13), what technologies do you envision the vendor training on?

Answer: Per vendor requirement.

- M. Question:** Is any budget detail desired (budget by work area, budget narrative, etc.), or just the overall lump sum amount?

Answer: Vendor to specify in detail, if possible.

- N. Question:** Please confirm that the Subcontractor Contact Form on page 30 of the proposal should be submitted along with the proposal?

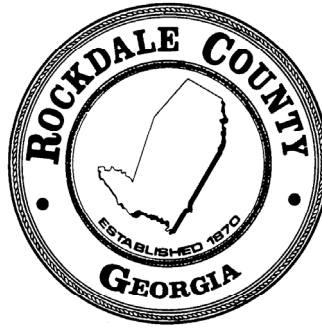
Answer: Please refer to page 26 Determination of Good Faith Effort.

- O. Question:** The RFP states Personal & Advertising Injury coverage, which we do not have. We do however have \$2M in umbrella coverage. Would this be sufficient to meet this requirement?

Answer: Yes, it is acceptable.

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P. Question: Can you please clarify what is meant by “time schedule of the Proposer in relation to that of the proposed project location of the offices or facilities from which the services are to be provided to the County” under Evaluation Criteria on p. 6?

Answer: A successful vendor will be able to provide ALL the following components to the RFP.

Q. Question: Are there any certifications required?

Answer: Prior Opioid Abatement Experience Preferred.

R. Question: What is the estimated budget range for this effort per year?

Answer: \$135,000.00 per year

S. Question: How many years is this expected to span?

Answer: Minium 3- 5 years.

T. Question: Do you anticipate that the budget will stay the same year over year? If it will vary, how?

Answer: Yes, It will stay the same within the minim 3-year period

U. Question: What is the preferred contracting form? (e.g. Time and materials, fixed price, etc)

Answer: Per Vendor

V. Question: Pg 5 (financial stability): Must the offeror provide documents proving financial stability at the time of proposal submission or upon request?

Answer: At time of proposal.

W. Question: What county level data are already available that could be used to understand the scope of the opioid crisis in the county?

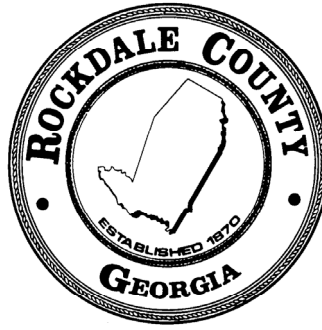
Answer: Local Health and State Department of Public Health Data

X. Question: What is the dollar amount of the settlement distributed to Rockdale county?

Answer: Review Governor’s Office of Planning and Budget

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Y. Question: Please define who the County would consider “key stakeholders” for the implementation of this contract. (page 11)

Answer: Rockdale County Coalition and Committee members who has interest and experience with opioid engagements will be involved in the process.

Z. Question: Under “strategy and budget” (page 11). Is the reference to “Advisory Committee” meant to refer to the state level advisory committee (GOSAC) or a local level advisory committee in Rockdale County, or both?

Answer: Both

AA. Question: References to budgets, dashboards, and data collection portals (page 12). Can these tools be built from off the shelf software (e.g. Microsoft suite?) or do you request custom solutions?

Answer: Yes, per vendor capabilities. We will use the data to respond for all reporting requirements.

BB. Question: Under “data collection ...”pg 12. For budgeting purposes, it is important to understand the reporting cadence. A yearly project summary report is mentioned. But the section also mentions reports on program effectiveness as a whole and sub-recipients and annual cross strategy evaluations and reports. How many reports are needed each year and what are their cadence?

Answer: Data collection will be used for required complex opioid abatement reporting for both State and National Government. The reporting cadence must be flexible. Locally Rockdale will use the data collection as needed for community responses.

CC. Question: Under “increase staff capacity” pg 12: Are the evidence-based resources mentioned expected to be pre-existing or developed specifically for this effort/for the county?

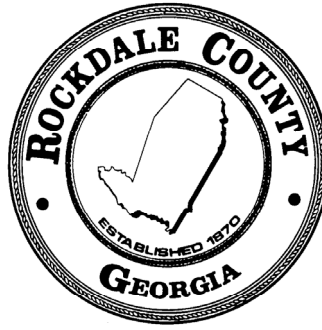
Answer: Both. We will use pre-existing and probably must develop some results from the last 3 years of evidence-based results.

DD. Question: Under “training, TA, and customer success support” -pg 13/14 – for budgeting purposes, how many trainings do you anticipate? For how many people per training? In person or online?

Answer: As it is required to perform the task.

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EE. Question: What is the proposal format? Maximum length and any formatting requirements?

Answer: Follow per RFP.

FF. Question: What is the cost proposal format?

Answer: Same price per RFP. Use Bid Form on page 14 of the RFP.

GG. Question: I am a small woman owned business as a prime applicant. Is the utilization plan required or not required? (page 26)

Answer: The Affidavit – Schedule of Intended Subcontractor Utilization must be completed.

Please refer to the EBO Ordinance and Policy for definitions of HUB or SBE. The documentation asks whether or not you are a HUB or SBE. Please answer accordingly and complete the questions on the document.

2. All other conditions remain in full force and effect.
3. If a proposal has been submitted and anything in this Addendum causes the contractor to change the item offered or to increase or decrease the proposal price, the new price and/or changes will be inserted below:

4. All contractors under this Request for Proposal are kindly requested to acknowledge receipt of this Addendum on the Proposal Form, page 14 of this RFP.

Tina Malone

Tina Malone, CPPB CPPO
Purchasing & Procurement Manager
Department of Finance, Purchasing Division