# Addendum #1

**RFP #WRESA-09-2023-2024-10**

**ARPA Mental Health Services Supporting PreK-12**

## Questions, Answers, and Revisions

**Q.1.** How should the proposal be submitted?

### **A.1.** **Section 3.5 Bid Submission Deadline**

**See Cover Page for the Bid Submission Deadline (the "Due Date").**

1. Submit an electronic version of your Bid to Wayne RESA via email to [purchasing@resa.net](mailto:purchasing@resa.net) not later than the **Due Date** identified on the cover page**.** Wayne RESA has no obligation to consider any proposal that is not timely received. Note: Timely delivery is regarded as to the time and date that the e-mail arrives within Wayne RESA not when the e-mail was sent. Proposals will not be accepted via U.S. mail or any other delivery method.
2. APPLICANTS ARE RESPONSIBLE FOR ASSURING THAT THE FOLLOWING IDENTIFYING INFORMATION APPEARS IN THE SUBJECT LINE OF YOUR EMAIL: *“****RFP-WRESA-09-2023-2024-10****” with Company Name, and “message 1 of 3” as appropriate if the proposal consists of multiple emails. Note: All e-mails from a Proposer must be received by Wayne RESA by the stated time and date in order for the proposals to be deemed submitted on time*

**Q.2.** If submission is electronic or email, may we PDF the document to include the signed forms?

**A.2.** Yes.

**Q.3.** May an appendix be included for additional information?

**A.3.** Yes.

**Q.4.** If a vendor is unable to remit the 2% fee to MAC, will that vendor be able to bid?

**A.4.** No.

**Q.5.** Can a vendor choose to not include a 2% fee?

**A.5.** The 2% administrative fee is required to be remitted, no exception.  We have had vendors that have been part of the program that have chosen to absorb the 2% fee in their pricing because they receive the benefit of having to not put together other public

bids, which in turn saves them time and cost. We have also had other vendors that have simply added 2% to their overhead. Either way, it is required.

**Q.6.** Can you explain exactly how the fee should be applied? Monthly, one time, annual?

**A.6.** The vendor will be contacted by MAC on a quarterly basis for all of its self-reported sales (all billings made to an entity whether it be for sales or service) and the 2% will be applied to all sales and services made to entities using the contract.

**Q.7.** Will the 2% administrative fee be paid by our company to MAC, or will Livingston County be withholding 2% and pay MAC directly?

**A.7.** The 2% administrative fee will be paid by the vendor to MAC.

**Q.8.** Would you like our suggestion on how we pay other buying cooperatives?

**A.8.** Sure, please propose your solution in your response.

**Q.9.** Will there be multiple awards or only one award?

**A.9.** We are not limiting this to one award.

**Q.10.** Is there a budget limit?

**A.10.** Wayne RESA does not have a specific budget amount for this project.

**Q.11.** Is this more of a system navigator role versus a counselor/therapist type of role?

**A.11.** Correct, this is more of a system navigator. We are not looking for counseling or therapy services.

**Q.12.** Please explain the pricing table.

**A.12.** The Tier numbers are based on the number of enrolled students and also based on the number of students that may use the services.

**Revision 1.** Revise all language in RFP WRESA-09-2023-2024-10 from “K-12” to “PreK-12”.