REQUEST FOR PROPOSAL "RFP" NO. PS20180502
EMPLOYEE AND FAMILY ASSISTANCE PROGRAM SERVICES

QUESTIONS AND ANSWERS NO. 1

ISSUED ON April 23, 2018

Q1	Page B-1 – Section 2.0 Background, #3: Would you please clarify "20 weeks" of treatment? Does "20 weeks" refer to 20 sessions? Also, is it "20 sessions" conclusively, or "up to 20 sessions?"
A1	**Please see "Detailed Requirements" in Part C section 1.10.1. Our expectation is the proponent proposes an approach that ensures for positive outcomes in keeping with identified case specific needs.**
Q2	Are you interested in learning about available services outside the scope of EFAP/Wellness/Prevention (i.e. treatment services designed for first responders available at additional cost)?
A2	**The City has detailed its comprehensive requirements including the requirement for treatment for First Responders. Please carefully review the "Detailed Requirements" section in Part C.**
Q3	Would you kindly clarify your expectations for Question 1.7.3: "Proponents should provide a strategy for developing and enhancing the stakeholder (City, Vancouver Public Library, Vancouver Police Department and Union/Association Network currently in place. What steps would be taken to strengthen this network?)" What is "network" referring to?
A3	**To ensure for the success of EFAP as a support for our employees the City and stated stakeholders meet a minimum of quarterly. The successful proponent leads this initiative. The network is the listed stakeholders and the City's vendor.**
Q4	Under core EFAP services (Appendix 3 Pricing) are "education sessions" the same as "wellness sessions?" Are these to be included in the Core EFAP pricing? If yes, how many are to be included?

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A4	**The City will be considering all qualified proposals. As stated in the RFP pricing will be part of the consideration with a weighting of 30%. It would be up to the proponent to detail what they will include in Core EFAP, and detail if there are included sessions. If the proponent choses to include sessions they should detail he nature of the same. I.e. a number of sessions or a dollar value and / or if they include a broad range of education sessions related to mental health or are more limited.**
Q5	Regarding Appendix 3 Pricing, how many PTS/Depression Care cases are to be included in the quote?
A5	**As described in the "Detailed Requirements" Section 1.10.1. the City is seeking mid to long term treatment options. Per the Commercial Proposal, Appendix 3 at a minimum, the City has asked for pricing models to include a capitation model with fees per employee per month as well as an hourly rate model. We are seeking coverage for our employees without the coverage being limited to a number of cases.**