

**Questions and Answers Request for Proposals  
Court Ordered Counseling Services  
RFP CT 21-034**

A Non-Mandatory pre-submittal conference was held for this Request for Proposals on March 16, 2021, via Zoom meeting. City staff in attendance included Courts Administrator Abril Ru Ortega and Senior Buyer, Loretta Browning. Inquiries regarding this solicitation were due in writing no later than March 25, 2021.

Questions Received by the Last Date of Inquiries include the following:

1. What is the volume of referrals expected for the screening, counseling, and education services?

**Answer:** Approximately 30 plus a week (all types of counseling – i.e. DV)

2. What is the volume of referrals expected for alcohol and home detention monitoring?

**Answer:** Would be very infrequent for alcohol monitoring - Very rare. No Detention Monitoring – the city does not have a detention home monitoring program.

3. **Question Asked:** On Section B: Experience and Qualifications of the Vendor; Question 2: Vendor must demonstrate successful completion of at least three similar projects within the past 60 months. For the purpose of this Solicitation, “successful completion” means completion of a contract and “similar services” that resemble this project in size, nature and scope. Does this mean that if the contract has not completed its full term at least one time, that the agency should not be included as a reference? In other words, if a contract is still in its initial term, then it could not be considered a “successful completion” and should not be included, correct?

**Answer:** The City typically issues contracts in 1-year increments for up to a total of 5 years. For intents and purposes of this RFP, a successful “project completion” the City would consider any contract that vendor successfully fulfilled and/or contract term that was not terminated early due to poor vendor performance or litigation issues.

4. Will there be any diversion cases or non-convicted clients or are these only with people who have been convicted?

**Answer:** Yes, there will be diversion or potentially State deferred prosecution cases.

5. Do you rely on AZ statutes for all of the criminal charges or are there city specific Avondale City codes you’re wanting providers to follow?

**Answer:** Yes – some convictions may come from some city code violations, but the providers would be following state statute.

**6.** Please clarify the scoring. On P. A-10 it indicates the proposal is worth 100 points. However, I'm only calculating 80 points: General Information: 10 points Experience and Qualifications: 20 points Key Positions: 20 points Project Approach: 20 points Pricing: 10 points Total: 80 Points Where are the other 20 points coming from?

**Answer:** This was corrected in the form of an Addendum. Please see Addendum 1 posted 3/25/2021.

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