

Request for Applications (RFA) Addendum #1

ADDENDUM DATE ADVERTISED: June 11, 2020

ORIGINAL DATE ADVERTISED: May 15, 2020

Title: Elementary School-Based Health Services
RFA Number: 2020CHS69RFA
Due Date: **No later than July 1, 2020 by 3:00 PM**
Contact: Jeffrey Brown, cpres-chs@kingcounty.gov

This Addendum provides the following clarifications and additional information about the referenced solicitation.

A. **Questions and Answers from the May 21 Pre-Application Conference and Submitted Questions through June 10.**

1. Question (Q): Will electronic signatures be accepted?

Answer (A): Yes, electronic signatures will be accepted.

2. Q: Regarding the required staffing model – will proposals be weakened if they only meet vs. exceed the required staffing model?

A: There is room for creativity by applicants to allow for you to think about what is needed as it pertains to each building and how you want to allocate those FTEs. For example, in middle school and high school SBHCs, our program has similar (yet higher levels) for those three roles but there are many clinics that have other roles and staff that are used. Other roles are welcome and can strengthen a program. We do recognize the limitations of the funding and your contributions are necessary so more services would require your ability to bring forth more funding for those services.

3. Q: Since there is no capital funding provided, are new clinics at a disadvantage in competing?

A: Whether the applicant is new or a past SBHC awardee is not weighted in the rating criteria. Those applicants with prior experience in a building may be able to say more and demonstrate experience but there are other ways to demonstrate relevant experience in the application and to demonstrate their ability to raise funds for capital projects through past projects. We recognize the limitation in funding that we have available.

4. Q: On page 7, section 1.17, the RFA indicates that the applicant shall have a signed letter from their attorney. Is this item the same as Attachment 1 or is this referring to something else?

A: Yes, Attachment 1 is the required document. It should be signed by someone in the applicant organization that has authority to legally bind the agency.

5. Q: Regarding contingency plans for school closures/service modifications related to COVID-19, is it possible that the currently required 30% health care sponsor agency financial match would be flexible?

This Addendum will be provided in alternative formats upon request.

A: In the next 6-8 weeks, we will expect to know more about how schools will plan to reopen in the Fall prior to the timeline when we will put agreements in place for these awards. Further, we anticipate making the agreements flexible so that they are adaptive to changing situations that may occur in the Fall.

6. Q: Regarding contingency plans for school closures/service modifications related to COVID-19, if our agency were selected but were unable to meet productivity expectations, would PHSKC be flexible?

A: Yes, we will adapt as necessary depending on current conditions related to COVID-19 school closures/service modifications.

7. Q: Our school is currently located at a temporary site; how might we present a budget proposal assuming these changes?

A: The sponsors that would apply in partnership with your school are likely to have experience with establishing temporary clinic spaces initially while planning for establishing a permanent space.

Budgets should reflect any expected costs for temporary space in the first year, with notes about how those funds may be spent differently in subsequent years.

8. Q: Is there availability of additional funding for increased FTEs?

A: No, the staffing FTEs and funds as listed in the RFA are what is available.

9. Q: What is the email address to send questions to?

A: Send your questions as well as your completed applications to: cpres-chs@kingcounty.gov.

10. Q: Once our application is submitted, what is the process for reviewing our application?

A: The RFA contains a brief description of the review process. Applications will be reviewed and evaluated by a committee of Application Evaluators. The process for choosing projects will include evaluation of the narrative and accompanying documents. The criteria that will be used by the review committee during the evaluation/review process are described in the RFA. If a tiebreaker is needed between high-scoring applicants, an interview may be scheduled to ask questions posed by the Application Evaluator panel. PHSKC will notify each applicant of the decision about its Application and will authorize award of agreements.

11. Q: Will adding pictures or the use of a template be acceptable?

A: Note that there are page limitations for each section (follow Application Content Requirements in Section 1.15). If pictures are necessary to convey what you are proposing, their inclusion is allowable, but are neither necessary nor expected. It is encouraged for applicants to focus on the content of the application rather than extraneous elements that may not bolster your application.

12. Q: Should a separate email be submitted if you are submitting proposals for multiple schools?

A: If the health care agency sponsor is applying for more than one school, they should send each application (including all documents) separately in a unique email utilizing the naming convention listed in the RFA (Section 1.15 C.) AND should indicate the name of the school the application is for within the email body.

All other terms of Request for Applications # 2020CHS69RFA remain unchanged.