

# **OCA-DCPS-004 Bronx Criminal Court Women's Mental Health Initiative**

## ***Questions and Responses***

The New York State Unified Court System (UCS) thanks the vendor that submitted the questions below concerning the Bronx Criminal Court Women's Mental Health Initiative Request for Proposal (RFP) issued on March 8, 2024.

Below are responses to the questions UCS received in connection with this RFP.

### **Vendor # 1**

#### **Question:**

In our experience, judges in the courts are overextended and often don't have time to devote to supervising outside staff. Is it mandatory that the two Clinical Case Managers report directly to the Presiding Judge of the Bronx Misdemeanor Mental Health Court?

#### **UCS Response:**

Although the Judge is the ultimate decision maker, the two Clinical Case Managers will work directly with the Court Resource Coordinator/Project Director.

#### **Question:**

Can we allocate a portion of the Clinical Case Managers' salary to a different contract, even if they are primarily dedicated to this project?

#### **UCS Response:**

No. The Clinical Case Managers must be full-time as stated in the RFP under required staffing.

#### **Question:**

Page 4 of the RFP mentions a planning *year*, yet the budget periods described on page 9 show a 5-month budget period, followed by two 12-month periods. Could you clarify when project implementation (screenings/referrals) is expected to begin?

**UCS Response:**

Implementation of the project will begin once the required Planning and Implementation Guide is completed and approved by U.S. Department of Justice, Bureau of Justice Assistance. The Guide is currently being worked on and assistance by the selected applicant will be requested during the initial 5-month budget period. The project implementation will begin once the Guide is approved, which we expect to occur by the end of Budget Period 1 (May 1, 2024 – September 30, 2024).

**Question:**

Are the Clinical Case Managers required to be present during all arraignment hours, spanning seven days a week from 9 am to 1 am?

**UCS Response:**

The Clinical Case Managers need to be on-call Monday through Friday during day arraignment (9:00 AM – 5:00 PM) and available by phone during the night and weekend arraignment. The schedule can be up for discussion during the planning phase.

**Question:**

Will training for judges and non-judicial staff of the BCC take place during the planning (initial 5-month period) or implementation phase of the initiative? Moreover, if training commences during the planning phase, could you please clarify whether it is required for the clinical case managers to conduct the trainings?

**UCS Response:**

Trainings will take place during the implementation phase.