

Q&A
Request for Proposals #069
Family Treatment Court Services
Rockland County, New York

1. What is the number of individuals you expect grantees to serve either monthly or annually?
A. The number of families to be served is estimated at 15-20 per year.
2. Will office space be provided by the Rockland County Family Treatment Court in kind or will we have to include a rental amount? Same with furniture and desk phones? other equipment we must rent from the court?
A. Office space will be provided on-site and will include furniture and phone at no cost to the awarded applicant.
3. Will there be reserved parking available for the 2 staff members?
A. There is adequate parking for the two staff members.
4. Can you please clarify the hours and days of coverage per day/week?
A. The hours and days of coverage will be dependent on the needs of the families served, but the Recovery Coach will be responsible for starting an alumni group which will include weekends and evening hours. The Family Therapist's schedule will also vary from the traditional 9-5 schedule to accommodate family needs.
5. Would the Rockland County Family Treatment Court consider including a Certified Peer Recovery Advocate (CRPA) as the required recovery staff person instead of a Certified Recovery Coach? A CRPA is required to have more training than a CARC and is better suited to work specifically with persons in addiction treatment and early recovery
A. Yes, the Rockland County Family Treatment Court can consider applications that include staffing plans with qualifications that exceed the minimum.
6. Can leasing a new or used vehicle be included as part of the Budget?
A. No, leasing a new or used vehicle is not permitted.
7. The proposal is due on February 5. The initial contract period is from February 14, 2020 to September 30, 2020. When does the FTC expect the applicant to start delivering services? If the program staff will be new hires, when must the program actually start operating after February 14?
A. The contract start date is predicted to be close to February 14, 2020, with the understanding that service delivery may not be able to begin until, for example, staff are hired after award notification.
8. Will the Project staff be expected to conduct the services included in the Celebrating Families EBT? Or will the Project staff act as participants in the delivery of those services? The RFP states the following will be required: "12. Participation in the coordination and presentation of parenting trainings, i.e., Celebrating Families." We

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understand that Celebrating Families is currently being provided to families enrolled in the FTC. Will we be expected to take over the operation of this program? Shall we include expenses in the budget for the training required for Celebrating Families if staff have not already been trained to provide this program? Please clarify.

- A. The Celebrating Families training is and will be provided by the Department of Social Services. However, the Family Treatment Court does expect the Family Care Coordinator to be a resource for participants in the program and to be available to meet with families should the need arise.*
9. Please clarify which group of Project Services each staff person will be responsible to provide. It appears that the order of service responsibility has been reversed in the RFP. The RFP states that the Family Care Coordinator should be responsible to provide Services 1 – 7, and the CARC should be responsible for Services 8 – 16 listed on Pages 6 – 7. Shouldn't the Family Care Coordinator be responsible for Services 8 -16, and the CARC be responsible for Services 1 – 8; the opposite of what is stated in the RFP?
- A. Yes. The Family Care Coordinator is responsible for delivering Project Services 8-16 and the Certified Recovery Coach (CARC) is responsible for delivering Project Services 1-7.*
10. Should the requirements for the Family Care Coordinator position include a clinical degree or clinical experience in substance abuse treatment?
- A. A clinical degree is preferred but is not required.*