

State of Connecticut
Department of Mental Health and Addiction Services
RFP# DMHAS-EBP-Peer Respite Program
Addendum 1

The State of Connecticut Department of Mental Health and Addiction Services is issuing Addendum 1 to the **Evidence Based Practice Peer Respite Program Request for Proposals**.

Addendum 1 contains changes to the following Sections:

- A. Revisions to the Cover Page of the RFP is to reflect the new proposal due date and Bidders conference, please see Procurement Schedule below.**
- B. Revisions to Procurement Schedule - Section I. General Information, B. Instruction 4. Procurement Schedule (page 4 of the original RFP) is hereby deleted and replaced with the following:**

RFP Released	4/10/2023
Letter of Intent Due	5/01/2023 by 3:00 pm EST
Tour of Program Site – Walk Through	5/04/2023 at 10:00 am EST
RFP/Bidder’s Conference Date (virtual)	5/04/2023 at 2:00 pm EST
Deadline for Questions	5/11/2023 by 3:00 pm EST
Answers Released	5/18/2023 by 3:00 pm EST
Proposals Due	6/1/2023 by 3:00 pm EST
(*) Proposer Selection	TBD
(*) Start of Contract Negotiations	TBD
(*) Start of Contract	8/1/2023

- C. Section I. General Information B. Program Overview, 10. And 11. (Page 6 of the original RFP) is hereby deleted and replaced with the following:**

RFP Conference. A virtual RFP Bidder’s conference will be held on **May 4, 2023; Time 2:00 pm**. **Invitations will be forwarded to prospective proposers who sent in the Letter of Intent.**

Electronic Proposal Due Date and Time. The Official Contact is the **only authorized recipient** of proposals submitted in response to this RFP. Proposals must be **received** by the Official Contact on or before the due date and time:

- **Due Date: June 1, 2023**
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- **Time: 3:00 PM EST**

- D. Section II. Purpose of RFP and Scope of Services B. Program Overview, 3. Environment (Page 8 of the original RFP) is hereby deleted and replaced with the following:**

Renovations will be done on the location of the peer respite (on the Southeast Mental Health Authority (SMHA) Campus) to be in compliance with the American with Disabilities Act (ADA). The milieu should consist of a "home-like" setting with appropriate furnishings, decorations, and space to create a welcoming and trauma-informed environment for individuals. The PRP will be comprised of four (4) bedrooms (2 bedrooms for 2 people and 2 single rooms) to accommodate six (6) individuals. One (1) of the bedrooms will be on the first floor. The PRP has a kitchen and cooking space, common area, two (2) full bathrooms and one (1) half bathroom, and storage for food and personal belongings. One (1) of the full bathrooms will be on the first floor.

To view the identified building prior to submission please come to the Uncas on the Thames Campus, Building 301 (Southeast Mental Health Authority-SMHA), West Thames Street, Norwich, CT 06360 on 5/4 at 10:00 am. You will be greeted in the SMHA lobby and directed to the peer respite site. Parking is available in front of the building.

E. Section IV. D. Cover Sheet (Page 33 of the original RFP) is hereby deleted and replaced with the following:

D. COVER SHEET

DMHAS-EBP-Peer Respite Program-2023
Department of Mental Health and Addiction Services
Due Date: 6/1/2023 3:00 PM EST

Primary Business Name

FEIN # & DUNS#

Business Address

Telephone Number

Town, State

Zip Code

Contact Person: *(Individual other than Authorized Official who can provide additional information about the proposal or who has immediate responsibility for the proposal)*

Name

Title

Street Address

Town, State, Zip Code

Telephone Number

Facsimile Number

E-mail Address

Authorized Official: *(Individual empowered to enter into and amend contractual instruments in the name and on behalf of the Contractor)*

Name

Title

Street Address

Town, State, Zip Code

Telephone Number

Facsimile Number

E-mail Address

Signature

Total Amount of Proposal: _____

F. Section IV. I. Proposal Checklist Key Dates (Page 42 of the original RFP) is hereby deleted and replaced with the following:

Key Dates

<u>Procurement Timetable</u>		
The Agency reserves the right to modify these dates at its sole discretion.		
Item	Action	Date
1	RFP Release	4/10/2023
2	Letter of Intent Due	5/1/2023 by 3:00 pm
3	Tour of Program Site	5/4/2023 at 10:00 am
4	RFP/Bidder's Conference Date	5/4/2023 at 2:00 pm
5	Deadline for Questions	5/11/2023 by 3:00 pm
6	Answers Released	5/18/2023 by 3:00 pm
7	Proposals Due	6/1/2023 by 3:00 pm
8	(*) Proposer Selection	TBD
9	(*) Start of Contract Negotiations	TBD
10	(*) Start of Contract	8/1/2023

The Request for Proposals (RFP) is modified as set forth in this Addendum. The original RFP Documents remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP.

Posted: 4/24/2023