



Washington County

M A R Y L A N D

COORDINATING COMMITTEE

**PUR-1564
ADDENDUM NO. 1
REQUEST FOR PROPOSALS**

**LOCAL CARE TEAM COORDINATOR
IN WASHINGTON COUNTY, MARYLAND**

DATE: Friday, June 24, 2022

**BIDS DUE: Wednesday, July 6, 2022
4:00 P.M. (EDT/EST)**

To Bidders:

This Addendum is hereby made a part of the Contract Documents on which all bids will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Proposal Form. This Addendum consists of two (2) pages.

NOTE: All Bidders must enter the Washington County Administration Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible and must use the elevator to access the Purchasing Department to submit their proposal and/or to attend the Pre-Proposal Conference. Alternate routes are controlled by a door access system. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include but are not limited to: Weapons of any type; Firearms, ammunition and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace or any other chemical defense sprays; and Illegal substances.

ITEM NO. 1: *Inquiry:* The document didn't specify is this remote? I see you are hiring a company - so will all transactions and communications be online.

Response: While some of the required meetings and trainings are offered virtually, the expectation is that the Local Care Team Coordinator will attend in-person Local Care Team meetings and other related meetings. Due to the urgency of some Local Care Team meetings, the LCT Coordinator should reside within a 2-hours driving distance from Washington County, MD. The coordinator may work remotely to handle administrative work.

ITEM NO. 2: *Inquiry:* The minimum hour is 20 - what is the maximum?

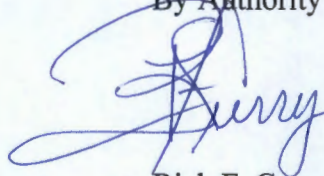
Response: There are no maximum number of weekly hours.

ITEM NO. 3: Inquiry: How many people need to be apart of this project? Is there any flexibility is the award amount of \$45,000 to \$60,000 - \$75,000 due to staffing.

Response: Part 1 of Item No. 3 herein: The intent of this RFP is to contract with an organization to provide a single Local Care Team Coordinator.

Response: Part 2 of Item No. 3 herein: There is no flexibility in the award amount.

By Authority of:



Rick F. Curry, CPPO
Director of Purchasing