



**Addendum # 1
#24014P
School Based Mental Health Services**

Due: Friday, September 22, 2023, at 4:00 p.m. Local Time

Issued by:

Anoka-Hennepin School District
Purchasing Department
2727 North Ferry Street
Anoka, Minnesota 55303

Phone: 763-506-1300

Questions and Responses:

1. A question in regard to the district's RFP for School Based Mental Health Services. Is the district willing to consider providers that only provide online therapy services specifically designed for K-12?
Yes, willing to consider 6th-12th grade only, preference is in person.
2. Will the district consider proposals from companies that ONLY provide teletherapy in regard to this solicitation?
Yes, willing to consider 6th-12th grade only, preference is in person.
3. What is the estimated number of positions needed (part-time vs. full-time)?
Equivalent of 1 FTE per site listed.
4. Is a local office required? Is there a preference for local vendors?
All interested vendors should apply, and based on goodness of fit, local office may be determined at a later date. There is a preference for local vendors pre-K-5. 6-12th grade, possible telehealth, in person meetings preferred.
5. Are there any obstacles to using Zoom in your district?
If ZOOM is platform used for therapy, in person therapy is required for pre-K-5th grade therapy. Anoka-Hennepin is willing to consider 6th-12th grade telehealth options, preference is in person therapy. If ZOOM is used for school collaboration meetings, there will be no obstacles at present.
6. Can you elaborate on the requirement to "*Seek third party reimbursement for insured students for provision of services that are typically covered*"? Does this mean to submit notes for Medicaid billing?
Medicaid, grant funding sources, and private insurance
7. Does the school district currently have funds allocated for the purposes of this RFP? If so, what is the total allocation amount?
The school district has a limited amount available, and the total allocation is dependent on the number of providers contracted after the RFP.
8. For the Coon Rapids Middle School site, is the therapist position for this RFP intended to be a school-wide provider or to specifically provide services to setting III programming?
School wide provider, with priority to students in Setting III programming.
9. Are Blaine High School and Champlin Park High School eligible sites for this RFP?
Yes
10. I was wondering if you would be accepting teletherapy services in response to this RFP?
Yes, willing to consider 6th-12th grade only, preference is in person.
11. The RFP mentioned alternative proposals. Can these propose an alternative service delivery schedule, as well, or are you just looking for an alternative mix of school choices? More information is appreciated.
"Alternative proposals" refers to service delivery schedule, proposal to support additional school sites within Anoka Hennepin, and a mix of school choices/alignment with agency model and site alignment.
12. Regarding School Availability, Choice, and Fit:
There are schools not on this list that recently lost their school-based therapist. Were those schools absorbed by People Inc., or are they moving forward without a therapist? If they are without a therapist, are we able to submit an alternative proposal including some of those schools?
The school district is accepting proposals for all sites. Specific priority is given to the populations listed in the RFP as the model of school based mental health is aimed to address barriers to access to care, and Anoka-Hennepin prioritizes closing the access gap.

13. Regarding Funding, Fees, and Ancillary Services:
There is mention of Anoka-Hennepin paying invoices, fees, prices, etc., however, no details or amounts listed. How much will Anoka-Hennepin reimburse the organization for ancillary services? How does that reimbursement process work?
The school district has a limited amount available, and the total allocation is dependent on the number of providers contracted after the RFP. This is dependent on-site location/county grants etc. that may be available. This will be determined in partnership with agencies.
14. Does Anoka-Hennepin cover costs for uninsured or underinsured students? If so, how does that process work?
The school district has a limited amount available, and the total allocation is dependent on the number of providers contracted after the RFP. This is dependent on-site location/county grants etc. that may be available. This will be determined in partnership with agencies.
15. Does Anoka-Hennepin have grant money for school-based services? If so, what happens when that runs out? If not, how will our organization sustain the non-billable ancillary services and materials?
Anoka-Hennepin continues to work with state and county funding sources to apply for grants to support this model and would partner with agencies to continue this work. The school district has a limited amount available, and the total allocation is dependent on the number of providers contracted after the RFP. This is dependent on-site location/county grants etc. that may be available. This will be determined in partnership with agencies.
16. Can you expand on what type of ancillary services you are looking for in Tab 6: Ancillary Services Offered for Students and Staff Support?
This question is listed as an opportunity for agencies to share additional services that are available to support a school-based mental health model. There are no specific ancillary services Anoka-Hennepin is seeking.
17. Is there an expectation that a budget or estimate of FTE costs associated with providing these services will be included within the RFP response.
The budget/FTE costs are included in the scoring of tab 3 Sustainability - Grant Funding and/or Matching currently available to the agency. Excluding this information will impact the scoring of the agency's submission.
18. Page 2 discussed a plan to seek multiple applicants and the possibility of expansion over the next 3-5 years. Will the awarded vendor renew the RFP annually, or have the option to support AHSD for a 3-5 year contract? How many vendors is AHSD seeking?
Anoka-Hennepin continues to work with state and county funding sources to apply for grants to support this model. The intention of the partnership would be to continue to apply for grants together to best continue to model in the next 3-5 years. The school district has a limited amount available, and the total allocation is dependent on the number of providers contracted after the RFP. This is also dependent on-site location/county grants etc. that may be available. This will be determined in partnership with agencies. The awarded vendor will commit to a contract for this school year, and the contract has opportunity for renewal annually. Anoka Hennepin is seeking a model that consistently supports students, there is not a specific number of vendors predetermined.
19. Out of the 25 elementary, 6 middle, 5 high school and alternative/Special Education settings, does AHSD have a desired # of clinicians to be assigned to each school? Does AHSD have a desired ratio of direct services vs indirect service times for each clinician? Have a desired caseload ratio of clinician to students (ex: 1 clinician to have 25 students on their caseload)?

Anoka-Hennepin is seeking 1 FTE per school site at this time. Priority is given to direct client contact and support to students over indirect services, knowing that the indirect services are a necessity in a therapeutic setting. The typical ratio in Anoka-Hennepin's model has been a caseload of 20-25 per FTE.

20. Will clinicians be responsible for serving IEP or 504 minutes for Special Education students?

No

21. For section 1.07, subsection U: Is the referred return of Data any information supplied by the district what is being referred to as 'data'? Or is this indicating the return of all clinical records maintained on AHSD students be returned to the district?

It just refers to data supplied/provided by the District.

22. For section 2.01, What are the expectations for after the school day? Is there an anticipated hours of operation window the district is looking for a vendor to provide? Will after or early hours be delivered via in person services, or will telehealth services be accepted?

Typical work day hours are the school day hours (different at each site) Hours may be flexible depending on family need- after school day session, while buildings remain open. All service models will be considered upon submission.

23. For section 2.01 outlining services provided: Is 'crisis consultation' referring to consulting with staff for management of community or school crisis? Or is this referring to individual crisis management with students? We are prepared and able to support both but would like clarification.

This question is referring to student crisis for students on the caseload of the professional/practitioner. It is optional for agencies to include available resources for district/site level crisis.

24. Is the district onboarding training program an in-person training or a self-study that we can have clinicians complete prior to their first day on site?

Virtual or in person provided by Anoka-Hennepin.

25. The 8.5 contractor hours will vary site to site, based on school start time and dismissal time, but does the district have a preference of arrival and departure windows? Example: contractors should arrive 30 minutes before classes begin and exit the building by 30 min after dismissal?

We ask selected agencies to work with schools to determine mutually agreeable start and end times based on the individual school schedules.

26. When discussing 'seeking third party reimbursement for insured students for provision of services that are typically covered' is this a requirement for the awarded company, or simply something that you are hoping for a company have when selecting an agency? Will you award to an agency if they have a great program, but may not be able to bill third party insurances?

This is not a requirement by Anoka-Hennepin. All agencies who apply and complete the questions listed will be considered.

27. Is your definition of 'Mental Health Professional' the listed licenses below the qualifications of staff, or are you open to the use of apprentice/intern licensed candidates? This would be a LPCC candidate in their licensure supervision period, still a licensed candidate, but working with an independently licensed staff. Or, is AHSD only seeking independently licensed candidates?

Anoka-Hennepin is open to internships with appropriate supervision plans shared with Anoka-Hennepin.