

Vermont Department of Corrections

Request for Proposals

Project Title: Southeast Region – Hartford, Springfield and Brattleboro Probation and Parole Sites Risk Reduction Interventionist/Facilitators

Questions & Answers:

1. May a bidder submit a proposal for one segment of the RFP.
i.e. For the Springfield office only?

Answer: Yes, a bidder can submit a proposal for one segment of the RFP.

2. Regarding Tax Certificates. For an individual; submitting a proposal, what documentation can be used for a Tax Certificate in that I do not have an existing company.

Answer: A W9 form is sufficient. I have attached one to this e-mail for your convenience.

3. As an individual submitting a proposal, what documentation would be required to establish proof of financial stability?

Answer: This is for corporations or businesses responding.

4. Regarding Insurance. Since the proposed program would operate in a State facility and does not generate a product or maintain inventory, is General Liability still required for Premises, Products or Completed Operations, Personal Injury, and Contractual Liability necessary ?

Answer: Yes

5. Specifically, what are the various programing needs at each site?

Answer: Risk Reduction Program operates in 3 month phases and delivers a menu of curricula organized to address core criminogenic need areas. Each curriculum is delivered twice per week in ninety minutes group format.

6. Would the state provide training specific to their curriculum/treatment model?

Answer: Yes.

7. What is the budget for the entirety (3.5 FTE) of this project?

Answer: \$230,000 for 3.5 FTE

8. Would the state entertain a proposal to bundle specific programming from each site together and award to a single contractor?

Answer: State will review proposals according to the capacity to meet the needs of Risk Reduction model.

9. Would the state entertain a Rostered Psychotherapist (nearing licensure) being awarded a portion of the 3.5 FTE?

Answer: Yes.