



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
PO Box 45811, Olympia WA 98504-5811

DATE: May 31, 2022

TO: RFQ # 2134-793 Bidders

FROM: Amel Alsalman, Solicitation Coordinator
DSHS Central Contracts and Legal Services

SUBJECT: Amendment No. 01 –Bidder’s Q & A

DSHS amends the RFQ # 2134-793 procurement document to include:

- Bidder’s Questions and Answers

Bidder's Questions and Answers
RFQ # 2134-793 Peer Mentor Services

Question #1: On page 5 of the Solicitation it says –

“Bidder shall identify the key personnel it shall utilize in performing this Contract, and their experience and qualifications, as part of its Response. If awarded a Contract, Bidder shall not make changes to such Key Personnel during the term of the Contract except as requested or approved by DSHS.”

Can you make changes to better align with standard employment practices?

Answer:

The following replaces what is currently published in RFP 2134-793 Solicitation document, on the last paragraph under Section 3 project scope.

“Bidder shall identify the key personnel it shall utilize in performing this Contract, and their experience and qualifications, as part of its Response. If awarded a Contract, Bidder shall notify DSHS of changes to such Key Personnel during the term of the Contract.”

Question #2:

Is the intent that DSHS approve of each person hired by the Contractor who is considered a key personnel? And that DSHS can request the contractor hire a particular person?

Answer: No, this is not the intent of the statement.

Question #3:

On page 19 of the Peer Mentor Services Sample Contract, b. “(2) Provide Peer Mentor Services to Clients by request upon receipt of written consent from Client and legal representative, maintain all signed consents, and ensure the consent is obtained prior to the start of the service.”

Written consent from some clients may be impossible even with disability related accommodation. Is there a qualifier that can be added to this requirement so clients who do not have a way to sign a consent can have a way to affirm their desire to participate in peer mentor services?

Answer:

DSHS has revised Section 5. Statement of Work, subsection b. paragraph #2. The following replaces what is currently published in RFP 2134-793, Attachment A: Sample Contract, Section 5. Statement of Work, Subsection b. paragraph 2 and shall appear in the awarded contract:

(2) Provide Peer Mentor Services to Clients by request upon receipt of written consent from Client and legal representative, maintain all signed consents, and ensure the consent is obtained prior to the start of the service. If a client cannot give informed consent and does not have a guardian, the interdisciplinary team must seek such consent from one of the following classes of people in the following order of priority, known as “the consent hierarchy”:

1. The client’s parent if the client is under 18;
2. A person who has a durable power of attorney that includes the authority to make healthcare decisions;
3. The client’s spouse or state registered domestic partner;
4. The client’s adult child;
5. The client’s parent;
6. The client’s adult sibling(s);
7. The client’s adult grandchildren who are familiar with the client;
8. The client’s adult aunts and uncles who are familiar with the client;
9. An adult who:
 - a. Has exhibited special care and concern for the client;
 - b. Is familiar with the client’s personal values;
 - c. Is reasonably available to make healthcare decisions;
 - d. Is not any of the following:
 - i. Physician to the client or an employee of the physician;
 - ii. The owner, administrator, or employee of a healthcare facility, nursing home, or long-term care facility where the client resides or receives care; or

- iii. A person who receives compensation to provide care to the client; and
 - e. Provides a declaration as required under RCW 7.70.065.
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All other terms and conditions in this Solicitation remain the same.