



**Lewis and Clark County
Grants and Purchasing Department
316 N Park Ave., Rm. 225, Helena, MT 59623
406-447-8383 | grants@lccountymt.gov**

**Request for Proposals Addendum
Lewis and Clark Public Health Mobile Clinic
Addendum #3: Questions and Responses**

Question 1: Reimbursement of costs within budget require the contractor to directly invoice the county, correct?

Response: Yes, all invoices should be submitted to Lewis and Clark Public Health.

Question 2: Outside of required community events, the grant does not mention marketing and communication about mobile clinic visits. Will the county communications teams support advertising of mobile clinic events?

Response: LCPH Communications Specialist and LCPH programmatic staff will be available to assist with marketing and outreach.

Question 3: Are non-licensed, professional staff eligible to staff the mobile clinic, e.g., case managers, medical assistants, administrative support?

Response: Yes, non-licensed professional staff are allowed to staff the van.

Question 4: What does the county consider in the scope of 'prevention education'?

Response: Prevention activities work to educate and support individuals and communities to prevent the use and misuse of drugs and the development of substance use disorders. ([Prevention of Substance Use and Mental Disorders | SAMHSA](#))

Question 5: When saying 'on site' CPSS, does on-site mean *in* the mobile clinic, or on an accessible site managed by the contractor?

Response: On-site would include an accessible site managed by the Contractor used during a scheduled outreach event. This applies to CPSS services as well as all other services offered under this contract.

Question 6: What is the level of STI/STD testing needed? Rapid tests? Full blood draw? Both?

Response: The Contractor should determine the appropriate level of testing based on their evaluation of the individual.



Lewis and Clark County
Grants and Purchasing Department
316 N Park Ave., Rm. 225, Helena, MT 59623
406-447-8383 | grants@lccountymt.gov

Question 7: Regarding the required event count, would charettes/open houses count towards the total if full mobile services were available at it?

Response: Mobile service events and open houses/charettes may be combined. If this occurs, each satisfies its own category of an event.

Question 8: The RFP encourages engaging people with 'harder times or facing significant barriers' and the reporting materials specifically call out MSM, PWID, and High-risk heterosexuals. Are there specific demographics the county expects contractors to target? Or is the onus on the contractor to identify which demographic groups qualify as "harder times"?

Response: Based on the providers best professional opinion, they should identify individuals and populations that would greatest benefit from these services.

Question 9: Is there a maximum staffing limit? Minimum?

Response: There is not a minimum or maximum level of staffing required.

Question 10: What does the county define as a 'sterilization area'?

Response: The contractor will continue the safety protocols that they use in their clinic in this mobile format as well.

Question 11: Does the county have expectations that certain stakeholders, groups, or officials take part in open houses or charettes? Or is identification and inclusion the role of the contractor?

Response: Identification is the role of the Contractor. The County will help identify stakeholders, help with communication, and plan as much as the Contractor would like.

Question 12: How were the annual budgets complied? Are they expected to be all inclusive of staff time, materials, pharmaceuticals, and other supplies?

Response: The annual budget amounts were pulled from the initial application to HRSA, with some changes made due to other expenses that arose. The budgets requested from the Contractor should be inclusive of all expenses of staff time, materials, pharmaceuticals, and other supplies and ensure that they meet the allowable costs.

Question 13: Does the county's vision of an acceptable 'sustainability plan' include absorption of the mobile clinic into contractor's scope of services?

Response: Absorption into the contractor's scope of services would be an acceptable sustainable plan. Long term sustainability relates to the providing of services to Lewis and Clark residents who may not be able to travel to a medical facility. It could include use of the mobile unit but is not required.



Lewis and Clark County
Grants and Purchasing Department
316 N Park Ave., Rm. 225, Helena, MT 59623
406-447-8383 | grants@lccountymt.gov

Question 14: What percentage of offered behavioral health services must be available immediately at mobile clinics vs. referral to brick and mortar clinic sites?

Response: This can be decided by the Contractor's staffing plan and capabilities. There is not an expectation by the County to where those services should be offered.

Question 15: Are the community members accessing the services considered clients of the county or clients/PTs of the contractor?

Response: Residents accessing services via the mobile would be patients of the Contractor. The data collected will be reported back to the grant funder for reporting purposes.