



**Amendment #1
Invitation for Bids (IFB) No. 3160003490
Consulting Services for Oakley Youth Development Center**

Amendment to the IFB is as follows:

1. Please see attached Questions and Answers.

Please acknowledge receipt of Amendment #1 by returning it, along with your bid package, by May 8, 2020, at 9:00 AM. This acknowledgement should be enclosed in your bid package. **Failure to submit this acknowledgement may result in rejection of the bid package.**

Name of Company

Authorized Official's Typed Name/Title

Signature of Authorized Official
(No stamped signature)

Date

Should an amendment to the IFB be issued, it will be posted on the MDHS website (www.mdhs.ms.gov) in a manner that all bidders will be able to view. Further, bidders must acknowledge receipt of any amendment to the solicitation by signing and returning the amendment with the bid package, by identifying the amendment number and date in the space provided for this purpose on this form, or by letter. The acknowledgment must be received by MDHS by the time and at the place specified for receipt of bids. It is the bidder's sole responsibility to monitor the website for amendments to the IFB.

QUESTIONS AND ANSWERS

1. Section 2.2 page 7: Are *all* administrative, operational, and clinical staff training programs to be involved in the scope of work?

ANSWER: Mental health will be involved with scope. Clinical, medical, and dental will not be involved with scope.

2. Section 2.2 page 7: Is there any medical, nursing, allied, or behavioral *clinical* program training for which the consultant would be responsible for developing or conducting, such as nurse clinical training?

ANSWER: This not for medical or allied health but facility operations.

3. Section 2.2 page 7: Are there pre-determined or acceptable minimum timelines for each phase or deliverable of the scope of work (development, implementation, evaluation)? Or, when is each deliverable due?

ANSWER: Yes.

4. Is there a list of mandatory training topics that the facility wishes to be developed?

ANSWER: Currently, it is updating training only on a continuous basis.

5. How many staff members are employed by the facility?

ANSWER: Approximately 200.

6. Does the facility have an automated system to manage and track staff training (Training Management Information System - TMIS)? If yes, what system is in place?

ANSWER: Yes, Excel Spreadsheet.

7. Can a copy of the policies and procedures of the MDHS and all applicable regulations be made available before the first on-site visit?

ANSWER: All policies are on line at the MDHS website under Youth Services.

8. Is there a pre-determined plan for allowing staffs to be trained that does not interfere with normal duties, or should this be a part of implementation proposed by the respondent?

ANSWER: Yes.