

Questions and Answers

RFP #022 Drug Court Evaluation Services in Kings County, New York

1. What is the anticipated number of MAT drug court program participants in year 1?
The MAT track is expected to provide services to 40 participants each year, totaling 120 unduplicated participants over three years.
2. Is the expectation of the database to be a relational database that has reporting capabilities for rapid feedback? Or would management of data through Excel with manually generated reports be sufficient?
The evaluator would be responsible for ensuring all necessary data is collected in order to conduct a process and outcome evaluation. Data will be available through the SAMHSA SPARS system as well as the New York State Universal Treatment Court (UTA) database. The UTA is a statewide information system that provides comprehensive data on drug treatment court participants. Data from the UTA can be provided as a flat file upon request. Data may also need to be collected on any additional treatment measures and evidence-based assessment tools utilized by the project that is not maintained in either system. The evaluator will also be responsible for providing regular reports to the project team and will work with the court to complete biannual and annual reports as required by SAMHSA.
3. Is it preferable for the database solution to have the capability to track program data for similar programs at multiple sites/judicial districts?
No.
4. Will the structure of the contracts be fixed price or cost reimbursable with a “do not exceed amount”?
The contract will be structured for quarterly reimbursement of costs in accordance with an approved budget.
5. How many individual courts/sites are participating in the Brooklyn Treatment Court project?
*The project will include participants eligible for one of three felony treatment courts in Kings County, New York: Brooklyn Treatment Court (BTC), Brooklyn Veterans Treatment Court (BVTC) and Brooklyn Driving While Intoxicated Court (BDWI). More information about the Brooklyn Treatment Courts is available here:
<https://www.nycourts.gov/courts/2jd/brooklyntreatment/>*
6. I am not seeing any description in the RFP re: page limitations. Can you let us know what the limits are, if any?
No, there are no page limits established for this RFP.
7. Assembling the attachments for the above mentioned matter, I cannot find UCS Attachment IV: Procurement Lobbying Form. Thank you for your assistance.
*This form is available for download on the UCS website:
<http://nycourts.gov/admin/bids/currentsolicitations.shtml>*

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8. We are working on an application for RFP P&CS #022: Drug Court Evaluation Services and have a question re the budget forms. The required budget form available on the website has one budget sheet, and the guidelines request line-item budgets for each year. Please confirm if we should submit this form for each budget period separately, and if we should then also include a summary budget for the total for all years.
The budget form should be submitted once for each year.