



# Questions and Answers

## Cal Voices

### (No Subject)

*Stephanie Ramos, Jan 12, 2022 11:09 AM PST*

If an applicant applies for both the peer training LMS and supervisor training LMS, can an applicant be awarded one and not the other?

An agency can choose to apply for either the LMS Peer Support Specialist Certification Program or the LMS Peer Support Specialist Supervisor Training Curriculum if they have developed one over the other. Please make sure this is clearly indicated in your proposal.

### (No Subject)

*Stephanie Ramos, Jan 12, 2022 11:10 AM PST*

Are organizations with employees serving on CalMHSA's Peer Certification Stakeholder Advisory Council barred from submitting a proposal?

Applicants with employees serving on CalMHSA's Peer Certification Stakeholder Advisory Council are not barred from submitting. All applicants are required to fill out a Conflict of Interest form and will be evaluated accordingly based on any conflicts of interest identified.

### (No Subject)

*Stephanie Ramos, Jan 12, 2022 11:10 AM PST*

The RFP states "Proposer(s) must have a minimum of three (3) years of direct experience in the development of workforce or education program development for mental health organizations or local government agencies." (RFP § 5.1, p. 8.) Must proposers possess experience developing and delivering educational content specific to the peer support field (e.g., foundations of peer support, core competencies for peer professionals, peer practice guidelines and service delivery standards,



peer supervision, etc.)?

Yes, potential training vendors are required to have a minimum of three (3) years direct experience working with workforce or education development for mental health and possess experience in developing educational content specific to the peer support field.

### (No Subject)

*Stephanie Ramos, Jan 12, 2022 11:10 AM PST*

SB 803 requires "training to include people with lived experience as consumers and family members." (WIC § 14045.13(d).) Why don't the RFP's minimum requirements reflect this?

This information is requested under Section 3, Requested Information – Overview – d.

### (No Subject)

*Stephanie Ramos, Jan 12, 2022 11:10 AM PST*

Must awardees enter into an exclusive contract with CalMHSA (i.e., may contractors deliver their training content outside of CalMHSA's peer certification program)?

Contractors are not required to enter into an exclusive contract with CalMHSA to be eligible as a training vendor.

### (No Subject)

*Stephanie Ramos, Jan 12, 2022 11:10 AM PST*

How are proposals scored/evaluated? - What is the scoring/evaluation criteria? - What are the total points possible for each component of the proposal and on what basis are these points assigned? - What would cause an evaluator to score one proposal higher or lower than another? - How many evaluators score each proposal? If more than one, how is each proposal's final score determined?

CalMHSA will receive all applications and review for completeness and adherence to the RFP rules stated in this document. Following the initial review, all qualified applications will be reviewed and scored by a review panel. The evaluation panel will conduct a fair and



impartial evaluation of proposals received in response to this RFP. The review panel is comprised of individuals with varied backgrounds, to include professional expertise, lived experience, personal knowledge, etc. Panelists' information will not be disclosed as a matter of confidentiality. CalMHSA is committed to ensuring the RFP review panel is representative of California's racial, ethnic, and cultural diversity. Applicants that fail to comply with the requested information and minimum requirements set forth in the RFP will be scored lower.

**(No Subject)**

*Stephanie Ramos, Jan 12, 2022 11:10 AM PST*

How many contracts will be awarded?

At this time, CalMHSA does not have set number of contracts to be awarded.

**(No Subject)**

*Stephanie Ramos, Jan 12, 2022 11:10 AM PST*

Can you define "business relationship" listed under Minimum Requirements, section 5.4?

This could be another organization or agency your business has worked with in some capacity either currently or at a previous time.

**(No Subject)**

*Stephanie Ramos, Jan 12, 2022 11:10 AM PST*

Is there a page limit for completing the Questionnaire Attachment Guides?

There is no page limit for completing the Questionnaire Attachment Guides.



**(No Subject)**

*Stephanie Ramos, Jan 12, 2022 11:11 AM PST*

Are applicants required to apply for both the supervisor and peer training curriculum, or can we choose one to apply for?

An agency can choose to apply for either the LMS Peer Support Specialist Certification Program or the LMS Peer Support Specialist Supervisor Training Curriculum if they have developed one over the other. Please make sure this is clearly indicated in your proposal.

**(No Subject)**

*Stephanie Ramos, Jan 12, 2022 11:13 AM PST*

What is the budget amount available to be awarded?

CalMHSA has not determined a set amount to be provided per LMS training vendor.

**(No Subject)**

*Stephanie Ramos, Jan 12, 2022 11:17 AM PST*

Will the selected agency(ies) be involved in delivering the LMS to training participants, or is the selected agency(ies) be licensing or selling their curriculum to CalMHSA?

CalMHSA will be purchasing trainings to post on our Learning Management System via this RFP.

Applicants interested in being selected as a training vendor seeking to become approved trainers leading to Medi-Cal Peer Support Specialist Certification throughout California should apply to CalMHSA's Request for Proposal Peer Support Specialist Certification Program Peer Support Specialist and Peer Support Specialist Supervision Training Curriculum. Training vendors may use a variety of training modalities, including in-person, virtual, etc.

**(No Subject)**



*Stephanie Ramos, Jan 12, 2022 11:20 AM PST*

If selected agency(ies) providing the curriculum to CalMHSA are not involved in the delivery of the training, how do we answer Questions 5 (days of the week) and 6 (when applicants can start the training) in the questionnaire? Would this be determined by CalMHSA?

CalMHSA is open to reviewing training courses that are both asynchronous or synchronous. If your training is asynchronous please specify this in the Questionnaire. For #6 if your trainings are asynchronous, please specify this in #6 as you would not need a specific start date.

## Copeland Center for Wellness and Recovery Inc

### Questions for LSM CPS RFP

*Matthew Federici, Jan 17, 2022 4:55 PM PST*

1. Will all proposal sections be scored with equal weight or will some sections have greater weight? 2. Can you provide an explanation of how the reviewers will score the proposals? 3. Is there any scoring advantage for applicants that are peer-run (consumer-run) organizations? 4. What is the duration for an approved contract (e.g. one year, two years, etc.) 5. Is the intention of the virtual training to be asynchronous or synchronous? 6. Can you explain how the course is hosted on CalMHSA Learning Management System? 7. Can the proposer offer its virtual course on the CalMHSA Learning Management System and retain intellectual property rights to its curriculum? 8. How many trainings do you expect a successful bidder to conduct in a one-year period? 9. Will contracts be renewable? 10. It appears that the budget/cost proposal must be included in the maximum 7-page proposal. Is that accurate? 11. Should the proposed budget be based on a one-year contract? 12. Is there a ceiling on the amount of funds that an applicant can request? 13. Can you provide a listing of eligible and ineligible expenses for the project? 14. Can you provide a budget format and guidelines? 15. Can California residents or counties seeking training to be a Peer Support Specialist or Peer Support Specialist Supervisor receive training from vendors not selected in this RFP process?

CalMHSA will receive all applications and review for completeness and adherence to the RFP rules stated in this document. Following the initial review, all qualified applications will be reviewed and scored by a review panel. The evaluation panel will conduct a fair and impartial evaluation of proposals received in response to this RFP. The review panel is comprised of individuals with varied backgrounds, to include professional expertise, lived experience, personal knowledge, etc. Panelists' information will not be disclosed as a matter of confidentiality. CalMHSA is committed to ensuring the RFP review panel is representative of California's racial, ethnic, and cultural diversity. Applicants that fail to comply with the requested information and minimum requirements set forth in the RFP will



be scored lower.

CalMHSA is open to reviewing training courses that are both asynchronous or synchronous. If your training is asynchronous please specify this in the Questionnaire

The intellectual property rights to the training would be fully owned by CalMHSA after purchase.

There are no set capacity requirements for the number of training courses to occur or number of students to be trained at this time.

The contract term is set to begin on February 9, 2022. The term will be determined upon contract execution. CalMHSA will work with the vendor to determine an appropriate contract term suitable to both parties. It is not yet determined if CalMHSA will renew training vendor contracts.

The only budgetary information required for this proposal is cost per student based on the selected modality of the course found in the Questionnaire Guide. There is not a separate template for the budget and cost should be based on per student. Please include all budgetary requirements for your training in this document. CalMHSA does not have a determined budget cap for this project.

Californians are free to take any training to be peer support specialists. However, only training vendors approved by CalMHSA can provide training leading to certification as a Medi-Cal billable Peer Support Specialist Provider in counties who participate in CalMHSA's Medi-Cal Peer Support Specialist Certification Program.

## Crestwood Behavioral Health, Inc.

### General Question

*Scott Palluck, Jan 13, 2022 4:44 PM PST*

What evaluation processes will CalMHSA implement regarding the Peer Support Training and Supervisor Training offered on the CalMHSA Learning Management System?

CalMHSA will receive all applications and review for completeness and adherence to the RFP rules stated in this document. Following the initial review, all qualified applications will



be reviewed and scored by a review panel. The evaluation panel will conduct a fair and impartial evaluation of proposals received in response to this RFP. The review panel is comprised of individuals with varied backgrounds, to include professional expertise, lived experience, personal knowledge, etc. Panelists' information will not be disclosed as a matter of confidentiality. CalMHSA is committed to ensuring the RFP review panel is representative of California's racial, ethnic, and cultural diversity. Applicants that fail to comply with the requested information and minimum requirements set forth in the RFP will be scored lower.

### General Question

*Scott Palluck, Jan 13, 2022 4:45 PM PST*

What LMS (Learning Management System) will CalMHSA be using?

CalMHSA has their own in-house Learning Management System that the training courses will be published on.

### General Question

*Scott Palluck, Jan 13, 2022 4:46 PM PST*

Will the training content be developed as SCORM packages for upload to an existing LMS or as unformatted content that the funder will translate and design on their own?

Training can be developed using SCORM packages or as unformatted content.

### General Question

*Scott Palluck, Jan 13, 2022 4:47 PM PST*

What Student Information System (including enrollment, registration, course completion, course evaluation/feedback and student tracking information) will CalMHSA be using?

CalMHSA has their own in-house Learning Management System that the training courses will be



published on, but we utilize Moodle as our student information system.

## Requested Information

*Scott Palluck, Jan 13, 2022 4:53 PM PST*

Under the Requested Information section of the RFP for both the Peer Support Specialist Training and the Peer Supervisor Training it states, "please upload a copy of your organization's proposed training curriculum. Please submit a comprehensive PDF document for this requirement following the questions provided in the questionnaire attachment guide." To clarify, is the expectation to only complete the questionnaire attachment guide? Or is CalMHSA requesting the questionnaire guide to be completed, as well as submitting a proposed training curriculum? If a training curriculum is being requested, does this imply an overview of the curriculum or the entire curriculum, including additional training materials, workbooks, etc.?

The expectation is only to submit the questionnaire attachment guide. This will provide an overview of your organization's training curriculum for the review panel. More information may be requested upon vendor selection.

## Deliverables

*Scott Palluck, Jan 13, 2022 4:55 PM PST*

The expected duration for completion of deliverables is 30-calendar days from the contract execution date. Is there a possibility of extending the 30 days for project completion?

Potentially. This will depend on the project and the proposed timeline.

## General Question

*Scott Palluck, Jan 13, 2022 4:57 PM PST*

Can a Training Provider subcontract an educational institution that has expertise in the delivery of online learning?

Yes, a training provider can subcontract with an educational institution that has expertise in the





delivery of online learning.

## Parents Anonymous Inc

### RFP - LMS - CalMHSA Learning Management System Questions

*Lisa Pion-Berlin, Jan 14, 2022 2:14 PM PST*

1. Differentiate the 2 trainings: 1. RFP - LMS - CalMHSA Learning Management System, and 2. RFP – PPSS – Peer Support Specialist Training Curriculum. 2. define "low barrier/highly accessible" as referenced in this RFP. 3. Verify that no Budget or costs for the training is need to be submitted to with RFP.

1. The LMS RFP and the PPSS Training Curriculum RFP are both seeking qualified training satisfying the 17 core competency standards outlined in the BHIN 21-041. The main difference in the RFP is the LMS curriculum is a procurement process where the procured LMS Peer Support Specialist Training and LMS Supervisor training will be housed on the CalMHSA LMS and will be owned by CalMHSA and will lead to Medi-Cal Peer Support Specialist Certification. The PPSS Training Curriculum RFP is meant to identify training vendors authorized to provide their own training leading to Medi-Cal Peer Support Specialist Certification. Training vendors approved to provide training through the RFP process will continue to own the content of their curriculum, with ongoing evaluation and monitoring to ensure training provided by vendors are meeting the state standards.

2. The LMS based Medi-Cal Peer Support Specialist Training is meant to create an accessible additional option for training that has "low barriers" for individuals who may not be able to participate in other training options due to geographic/regional access limitations and time constraints.

3. The only budgetary information required for this proposal is cost per student based on the selected modality of the course found in the Questionnaire Guide. There is not a separate template for the budget.

*Lisa Pion-Berlin, Jan 14, 2022 4:27 PM PST*

4. Should the Training Curriculum and responses to the Questionnaire Guide also be double-



spaced and in Times New Roman 12pt?

Yes, the Training Curriculum and responses to the Questionnaire Guide should be in double-spaced, Times New Roman, 12pt font.

## SevenOutsource

(No Subject)

*Steve Walse, Jan 11, 2022 6:21 AM PST*

1. Whether companies from Outside USA can apply for this? (like,from India or Canada) 2. Whether we need to come over there for meetings? 3. Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada) 4. Can we submit the proposals via email?

1. Training vendors need to be located in the U.S.
2. The selected vendor can be remote.
3. Work needs to be performed in the U.S.
4. No, proposals must be submitted via Bonfire.