

ADDENDUM NUMBER ONE

HILLSBOROUGH COUNTY HEALTH CARE SERVICES DEPARTMENT
601 EAST KENNEDY BLVD, 16th FLOOR
TAMPA, FLORIDA 33602

DATE: **February 5, 2025**

TO APPLICANT: This Addendum is an integral part of the RFA Package under consideration by you as an Applicant in connection with the subject matter herein below identified. Hillsborough County deems all Applications to have been proffered in recognition and consideration of the entire RFA package – including all issued addenda. For purposes of clarification, receipt of this present Addendum by an Applicant should be evidenced by returning it (signed) as part of the Applicant's electronically submitted Application.

ADDENDUM TO: **THE PROVISION OF OPIOID SETTLEMENT FUNDS**

RFA NUMBER: **HCS 1-25**

RFA SUBMISSION DEADLINE DATE AND TIME: **WEDNESDAY, FEBRUARY 26, 2025, 5:00 PM, EST.**

PLACE: Health Care Services Department, jessupd@hcfl.gov

REASON FOR ISSUANCE OF THIS ADDENDUM: The information included herein is hereby incorporated into the documents of this present RFA matter and supersedes any conflicting documents or portions thereof previously issued:

1. Will applicants receive a confirmation email after successful submission of an application?

- Yes.

2. Are there downloadable templates or should the required documents be pulled from the RFA?

- Documents should be pulled from the RFA on the website and we are attempting to post fillable templates to the website as well.

3. How does an applicant get an e2hillsborough account?

- Requests for an e2hillsborough account should be sent to Dean Jessup at jessupd@hcfl.gov, Michelle Jaromin at jarominm@hcfl.gov, or to OpioidSettlement@hcfl.gov.

4. Are there templates for the budget sheets?

- Fillable budget templates will be posted on the RFA website.

5. What is the website for the official RFA and application guidance?

- <https://hcfl.gov/residents/health-care-plan/opioid-use-disorder-resources/opioid-settlement-fund-rfa-information>

6. What issues will result in immediate disqualification?

- Failure to timely respond.

- The system will not allow applications to be submitted after 5:00 pm on February 26, 2025. Applicants that have not clicked the “submit” button by this deadline will be disqualified.
- Failure to propose to serve residents of Hillsborough County only.
 - This RFA is to serve the residents of Hillsborough County only, applications that fail to propose serving residents of Hillsborough County only will be disqualified.
 - The funding for this RFA has been set aside for Hillsborough County. While applicants can certainly serve residents in other counties, applicants cannot utilize the funding from this particular RFA to serve those outside Hillsborough County.
- Failure to apply for one of the eligible, funded strategies listed in the RFA.
- Failure to follow the Submission Requirements and General Terms of Section C of the RFA.

7. Are there opportunities to receive bonus points?

- A total of four (4) bonus points are available:
 - Two (2) bonus points will be awarded if a proposal involves court-involved clients.
 - Two (2) points will be awarded if a proposal includes the priority strategies listed in the RFA.

8. Will a proposal be disqualified if it serves residents from Hillsborough County in addition to residents of other counties?

- See response to Question 6 above.

9. Are revisions to the RFA expected at this time?

- The only revisions will occur through the addendum process.

10. For requirements that may be impacted by recent executive orders (Affirmative Action / EEO), do you anticipate any revisions or changes to the requirements of this RFA?

- We do not anticipate any revisions or changes to these requirements.

11. Are attachments VIII & IX (summary of funding, service unit cost analysis) specific to applicable health and support services being proposed, and not the entire system/entity applying?

- These attachments are specific only towards the services being proposed in the RFA.

12. Are new/emerging service providers encouraged to apply?

- Yes. This RFA is open to all eligible service providers. While some providers have historically served this population, the RFA seeks innovative and new programs that offer different services within the parameters of the RFA and within the strategies and domains.

13. Will separate company audited financial statements be required or will audited consolidated financial statements suffice for an entity that is part of a consolidated group?

- Consolidated financial statements are acceptable.

14. Could we submit an overall application to one bucket (treatment) but weave in the other themes in a whole-person, social determinants of health model? For example, if we apply under the treatment domain but include elements of the other domains would it be acceptable to identify the funding that would be considered in each of those domains in total?

- No overall application is allowed for multiple domains. If you are applying to provide services in multiple domains, you will need to submit separate applications for each domain to allow for County and State tracking of funding and outcomes. However, the narrative for each domain should explain how your organization will weave these services to serve your proposed population.

15. Section 1.1 of the RFA requests a list of all organizational services. Can this be limited to services relevant to the RFA?

- Yes. Some applicants are expected to be large health systems and listing all organizational services will be prohibitive. Thus, only services relevant to the RFA need be provided.

16. On the Attachment VIII – Summary of Funding Sources, do we submit that information for our entire system or for the funding support we currently receive for the domains related to this RFA?

- You only need to report the funding you receive for the domains related to your submission.
- The purpose of this document is to understand the level and source of funding you receive in the areas you propose to provide services and how it is related to the services provided. For example, we want to know what sources of funding you currently receive.

17. Section II requests four (4) pages per domain, however, we have been given guidance that you need to submit a different RFA per domain?

- Each domain will require a separate application and the four (4) page limitation is per domain. Therefore, if you are applying for education and prevention you would provide up to four (4) pages for education and you would have an additional four (4) pages for prevention.
- The e2Hillsborough Submission Portal will carry over your uploads for additional applications for the different domains. The following items from your initial domain draft application will carry forward to the next, see list below:
 - Section 1.1 Agency Background
 - Section 1.2 Fiscal Management
 - Attachment I, Articles of Incorporation
 - Attachment II, Non-Profit or Corporate Status
 - Attachment III, Certification Regarding Lobbying
 - Attachment IV - Sworn Statement on Public Entity Crimes
 - Attachment V, Affirmative Action/Equal Employment Opportunity Policy Statement
 - Attachment VI- Equal Employment Opportunity Questionnaire

- Attachment VII, Work Force Analysis
- Attachment XI, Certificate of Insurance Coverage
- Attachment XII, Fiscal Audit or Financial Statements
- Attachment XIII, Medicaid and Medicare Proof of Participation
- Note, you will still have the ability to override this and upload a different document for these for different applications if you desire.

18. How should partnering agencies be indicated in the applications if they are not sub recipients?

- Partnering agencies should be emphasized in the narrative and identified in the Scope of Services.
- You may include your letters of support/commitment with your Scope of Services and the letters will not be counted towards the four (4) page limit.
- Collaborating with partner agencies and focusing on priority strategies is encouraged. It is important to highlight these facts for reviewers to consider while scoring.

19. Are letters of support/commitment allowable or encouraged in addition to the description of partners in the narrative?

- Letters of support/commitment are allowable and encouraged, as needed.

20. Do these letters of support/commitment need to include specific details of support, such as committing a specific number of hours, specific resources, specific services with appropriate funding amounts assigned, or can they be more general with details to be determined at a later date due to the timeline?

- Non-specific letters will not generally provide enough detailed information that evaluators would find persuasive.

21. Within which section of the RFA application should additional information, including letters of support/comment, be submitted?

- See question 18.

Date: _____

Printed Name

Signature