



**Workforce Education and Training (WET) Five-Year Plan  
Clinical Psychologists – RFP#: 13-4158  
Call-In Q&A's from Mandatory Bidders' Conference  
January 21, 2014**

Following are general summaries of questions asked at the Mandatory Pre-Proposal Conference on 1/21/2014, and the responses to the questions:

**Question 1:** *The RFP is for three (3) years; will there be any opportunity to extend it for another two (2) years to make it a total of five (5), or will it always be a three (3) year grant?*

**Answer:** The purpose of the RFP is to enter into contract(s) for a three (3) year duration. The first two (2) years of the contract is for the administration of stipends and the final year of the contract is for monitoring students for compliance with their payback agreement and reporting to OSHPD on the successes or challenges of the program in accordance with Exhibit A, Scope of Work. The RFP does not include a provision for an extension and proposals should be confined to the three (3) year contract term.

**Question 2:** *Under #3G on page 6, the Work Plan and Work Schedule requirement of the RFP, there are a series of six (6) questions where you ask for the number of hours in the program that students are required to have a number of clinical hours. Do you mean the number of hours in practicum or in internship or post-doc or all three (3)?*

**Answer:** The Proposer should provide the information that is descriptive of their program in relation to the questions in this section, including what the program calls their clinical hours. The information provided should be in a manner that best describes how the organization can meet the needs of this RFP.

**Question 3:** *In Section 3I, it says to use the table to show where their students have found employment within the last three (3) fiscal years. Does this refer to post-doc employment? And only the post-doc, so you're not interested in where we are placing them for practicum at all; if they are getting clinical training in a County of Need, you don't want that listed there, is that right?*

**Answer:** There are two (2) parts to the above question. The first question is asking if the employment as specified in subsection I of the RFP is referring to post-doc employment. The second question is asking if we need information about where students are placed in clinical training sites. Subsection I of the RFP requests that the Proposer provide information about where students have found employment within the last three (3) years in practice sites or field placement sites. The Proposer should provide information that is descriptive of their program in relation to where students found employment.

**Question 4:** Also under Section G2, the word “required” is a very big word. We don’t necessarily require that students do a placement in a specific county especially because this list is new. These particular Counties of Need have not been published before. Do you want us to report and who actually has been going to these particular counties even though we don’t require them to go there?

**Answer:** OSHPD is requesting information regarding the Proposer’s program related to clinical training hours and the location of the clinical training. The Proposer should provide a response that is clear and concise and that describes how they best meet the criteria outlined in this RFP.

**Question 5:** On page 3, the purpose of this grant is to train clinical psychologists to work in the community public mental health system, but the challenge that a lot of psychologists have, once they graduate, is that all fifty-eight (58) counties have very few slots open for clinical psychologists, making it really challenging to fulfill this requirement. Has OSHPD considered that and would you be able to give more clarification on how to address this issue?

**Answer:** The goal of the RFP is to enter into a contract or contracts to furnish the services as described. A Proposer, in their bid, can identify how they are going to best meet the criteria outlined in this RFP. This would include how the Proposer, in their bid, will address the need for clinical psychologists.

**Question 6:** If someone is to find a position that meets the criteria for the post-degree one (1) year requirement, does that have to be one (1) year continuous or can they do it in two (2) half year blocks? Sometimes people might find a position that may fulfill the requirement of OSHPD’s grant but something happens like they get laid off or they quit. Can they pick up somewhere else that meets the criteria, yet be able to complete the twelve (12) months requirement? Can it be split into two (2) different sites?

**Answer:** The selected contractor may modify the timeframe by which qualifying employment must be obtained. On page 31, Section P, it reads: “The contractor(s) shall institute a mechanism to evaluate a student’s effort to secure qualifying employment if the student has not secured employment and if it is determined that a good faith effort to secure employment has been made, the contractor(s) may modify the timeframe by which qualifying employment must be obtained. Such modified agreements must be specific and shall require a showing of a good faith effort by the student to find qualifying employment.”

**Question 7:** On page 31 of the RFP you mention quarterly progress reports. In our current contract it was originally made as quarterly but then made semi-annual, so is it going to be semi-annually or quarterly? Can I get some clarification on that?

**Answer:** OSHPD may modify the quarterly report requirement in the contract language to align with the successful Proposer’s institution’s academic schedule.

**Question 8:** You asked for a list of references but I didn’t see that you were asking for letters. I believe in previous RFPs you asked for letters. Is that a change?

**Answer:** OSHPD is requesting a list of references and is not requiring that the Proposer provide letters from those references.

**Question 9:** *We were looking at the Board of Psychology's distribution of licensed psychologists for all fifty-eight (58) counties in California and there are some counties that have no psychologists. Some of those counties have been identified by OSHPD as shortage areas. It would be very difficult to place interns there because there's no one physically in those counties who can actually supervise. If those counties are not chosen, will we be penalized for not including some of those shortage counties?*

**Answer:** OSHPD is looking for fifteen percent (15%) of the students to enter into field work placement and payback employment in OSHPD-defined Counties of Need. How the Prosper intends to meet that requirement and how the Proposer works with OSHPD-defined Counties of Need is at the Proposer's discretion. As long as the proposal is clear and concise and we understand the proposal, we should be able to review it accordingly.

**Question 10:** *So is that fifteen percent (15%) of all three (3) levels or just fifteen percent (15%) in general? Do we have the freedom to have that fifteen percent (15%) somewhere in that training?*

**Answer:** The intent of the RFP is to ensure that final year full-time students are eligible to receive stipends. The requirement to place fifteen percent (15%) of each cohort in field placements and payback employment is referring to those final year students who received stipends. Final year students are those students who are in their internship or pre-doc and will graduate at the end of that fiscal year.

**Question 11:** *Are there any other major changes other than Counties of Need and the final year students that you can think of to mention?*

**Answer:** The other major change is that there is a one (1) year follow-up. The RFP is for two (2) years of stipends and one (1) year of follow-up. In addition, the RFP is to enter into a contract(s) for a three (3) year contract term, not a five (5) year contract term. Only students enrolled full-time in a PhD or PsyD program and who will complete their internship or pre-doc and graduate by June 30, 2016 are eligible for a stipend under this RFP.

**Question 12:** *A discrepancy in the lists of OSHPD-defined Counties of Need on page 5 and page 31 of the RFP was noted.*

**Answer:** Proposers are advised to use the list contained on page 5 of the RFP.