



REQUEST FOR PROPOSAL LAP SUPPORT SERVICES

Questions and Answers

October 16, 2024

1. The RFP mentions that the LAP also provides a Monitoring Program to manage its disciplinary function. Is this function also included in the LAP's RFP, and if so, what are the criteria required? If not, is there a separate provider that handles this, or is it managed internally?
 - The LAP Monitoring Program is handled by our Office of Case Management & Supervision and those functions will not be handled in this RFP.
2. Can you provide a current list of providers and negotiated rates that the LAP uses for the LAP? If not, can you offer a range of pricing for a per-session model?
 - LAP's current negotiated rate for personal therapy is \$125 and career counseling rates are \$100 per session.
3. There is mention of the vendor needing to provide a business license. If the vendor is not located in California, can another state business license be used, or must the vendor be licensed in California before being awarded the contract?
 - The vendor must provide a certificate of Standing in California and based on the services requested counselors must be located in California.
4. Must the LAP vendor be Knox Keene certified in California?
 - The State Bar of California cannot provide legal advice regarding vendor certification requirements under the Statement of Work. Vendors should consult legal counsel to ensure compliance.
5. Is it required to have a business office located in the state of California?
 - No, the business is not required to have an office located in the state of California.
6. Must employees be required to live and operate out of California, or can they be located elsewhere in the US?
 - Yes, anyone providing therapy or career counseling must be available within a 50-mile radius of participants or via telehealth consistent with the guidelines for licensed mental health therapists in California. Employees of the vendor who do not provide these services are not required to live and operate in California.
7. The RFP refers to whether a Blanket Fiduciary/Commercial Blanket Bond may be needed. Please confirm if this is required for this RFP.
 - The State Bar may consider exceptions to the standard insurance requirements. Please indicate the desired modification in response section IV.F, agreement with contracting

terms. Certain insurance requirements are only triggered if specific conditions are met (e.g., “Comprehensive Automobile Liability Insurance coverage if vehicle or mobile equipment are used to perform the Services under the final Agreement.”)

8. The scoring section refers to doing business as a small business in California under the DGA. What is required to be considered as a small business under the DGA?
 - You can find the requirements at the following link:
<https://caleprocure.ca.gov/pages/sbdvbe-index.aspx>.
9. This question regarding audits refers to page 24, under section K. If the vendor is required to undergo an audit, who is responsible for the payment to perform such an audit?
 - The State Bar is responsible for the cost for the audit.
10. On page 24, there is a blank for something under #3. Is there anything missing that we need to be aware of?
 - Please note that there is no requirement under #3. It appears to be an error.
11. When should vendors expect to receive answers to these questions?
 - Potential bidders should expect the answers within five business days.