


ADDENDUM TO REQUEST FOR PROPOSAL

	ADDENDUM #01
	Project: Napa Valley College RFP 2026-01 Student Mental Health Services
	Date: July 1, 2026

Addendum # 01 – The following clarifications are provided and must be added/considered when completing your submittal: Acknowledgement of receipt of this **ADDENDUM #01** is required in **Section 5 General Terms - Amendments** of your submittal. Please clearly note the addendum date and number.

ITEM NO. 1 – Modifications to Attachment D

*The entire Attachment D “**Acknowledgement Statement**” document has been replaced in its entirety and has been posted to the website*

*<https://www.napavalley.edu/about/administrative-services/request-for-proposals.html> to align with the wording as described in Section 3 - “Request for Proposal Instructions and Schedule - Format for Submittals.” **The deadline for submissions will continue to remain at 2:00 P.M. (Pacific Time) on Thursday, July 9, 2026.***

ITEM NO. 2 – Responses to Questions Submitted

QUESTION 1 – Is this opportunity open to telehealth-only vendors, or is in-person/hybrid service preferred?

ANSWER – *We are seeking in-person/hybrid services only.*

QUESTION 2 – Could you please confirm whether electronic submission only is acceptable? We noticed that Attachment D references sealed hard copies and a flash drive, and we would like to verify the current submission requirements.

ANSWER – *Only electronic email submission is accepted. We will be updating, notifying everyone, and posting the revised Attachment D to the website July 1, 2026 by noon.*

QUESTION 3 – What clinician license types are acceptable under this contract? For example: LMFT, LCSW, LPCC, licensed psychologists, and supervised associates.

ANSWER – *All licensed mental health clinicians such as those listed, including supervised associates, will be considered.*

QUESTION 4 – Is participation in the CYBHI Fee Schedule required at contract start, or may the selected vendor collaborate with the District during implementation to complete this process?

ANSWER – *No, the selected vendor must simply be eligible to participate in the CYBHI Fee Schedule program as an Affiliated Provider. Eligibility requirements are set by the California Department of Health Care Services. Once selected, the District will collaborate with the vendor to participate in the program.*

QUESTION 5 – The RFP references an estimated 100 students per semester. Could you provide the expected number of weekly clinical hours or sessions associated with that estimate?

ANSWER – *We invite vendors to detail their capacity and flexible scheduling options for meeting our student needs.*

QUESTION 6 – The RFP appears focused on counseling services delivered during campus operating hours. Would Napa Valley College consider proposals that expand access through a comprehensive teletherapy and mental health support model, including same-day counseling appointments, student self-scheduling, and 24/7 crisis support?

ANSWER – *We have experience utilizing a teletherapy and 24/7 mental health support model alongside in-person, on-campus services. We are only seeking vendors who can deliver in-person/hybrid services at this time.*

QUESTION 7 – Approximately how many providers is the district looking to contract?

ANSWER – *The District is seeking to contract 1.0 - 2.0 FTE clinicians. We invite vendors to detail their capacity and flexible scheduling options for meeting our student needs.*

QUESTION 8 – Does the district require providers to offer in-person services, or would fully virtual/telehealth services be considered acceptable? If hybrid, could you please clarify the expectations for in-person availability?

ANSWER – *We are only seeking vendors who can deliver in-person/hybrid services at this time. NVCCD requires on-campus, in-person services for at least 3 days a week.*

QUESTION 9 – Our practice consists of many associate-level clinicians who are working toward licensure and provide services under the supervision of a licensed psychologist, in accordance with California regulations. We wanted to confirm that these supervised clinicians are eligible to provide services under this contract.

ANSWER – *Yes, supervised associate-level clinicians are welcome.*

QUESTION 10 – Can respondents propose a fully virtual model, or does NVCCD require some on-campus service? If on-campus service is required, how many days or hours per week should respondents assume?

ANSWER – *We are only seeking vendors who can deliver in-person/hybrid services at this time. NVCCD requires on-campus, in-person services for at least 3 days a week.*

QUESTION 11 – What does the Monday-Friday, 8:00 a.m.-5:00 p.m. requirement mean? Please confirm whether NVCCD expects live clinician coverage all day, appointment availability during that window, or a schedule proposed by the Contractor. Would after-hours, weekend, holiday, or 24/7 support receive additional consideration?

ANSWER – *NVCCD expects general appointment availability during that time window. That said, we are open to flexible Contractor schedules offering after-hours and/or weekend support.*

QUESTION 12 – What should be included in the total monthly service fee on Attachment B? Please confirm whether the fee should include individual counseling, group counseling, urgent support, consultation, outreach, reporting, CYBHI support, and administrative time. Should respondents also provide annual pricing or optional pricing notes?

ANSWER – *The total monthly service fee should be inclusive of cost to deliver individual counseling, group counseling, urgent support, consultation, outreach, reporting, CYBHI support, and administrative time. Annual pricing or optional pricing notes are welcome.*

QUESTION 13 – Is group counseling required? If yes, what format does NVCCD prefer: therapy groups, workshops, drop-in support groups, or another model? Please share any expected topics, frequency, group size,

Spanish-language expectations, and reporting requirements.

ANSWER – *NVCCD is primarily seeking individual counseling, with group counseling as an optional addition. Because student interest in group counseling is low, format and specific details regarding frequency and size remain to be determined. Group counseling sessions available in Spanish that address the mental health needs of undocumented students is of current interest. Group counseling topic, frequency, and group size would be reported monthly to the Student Health Services Director.*

QUESTION 14 – Would NVCCD accept a direct-to-care model where students can self-register and self-schedule? Please clarify how that would work with NVCCD’s planned role in initial screening, intake, referrals, care coordination, records, releases of information, urgent/crisis triage, and referral to higher levels of care.

ANSWER – *While a direct-to-care model is beneficial, NVCCD’s planned and current role facilitates on-campus, in-person care coordination, CYBHI Fee Schedule Program reimbursement, campus Behavioral Intervention Team work, and effective utilization of on-campus and local resources.*

QUESTION 15 – Is CYBHI Fee Schedule Program participation required for award, or preferred? Please clarify who will submit claims, who will retain reimbursement, what claim-support information the Contractor must provide, and how non-CYBHI-eligible services should be handled.

ANSWER – *CYBHI Fee Schedule Program participation is preferred to help offset/support cost of services. NVCCD is partnered with a billing vendor who can submit claims. Contractors who would like to submit and retain their own claims will be considered. Because CYBHI Fee Schedule Program reimbursement is relatively new and often delayed, NVCCD and the Contractor shall mutually determine the optimal strategy for securing and retaining reimbursements. Non-CYBHI-eligible services would be covered by monthly/annual pricing.*

Claim-support information needed:

- *Practitioner name, NPI*
- *Student name*
- *Student Date of Birth*
- *Service Type*
- *Reason for Service (ICD-10 code)*
- *Date of Service*
- *Start time, duration of service*
- *Depending on reimbursement strategy, Behavior, Intervention, Response,*

and Plan (BIRP) notes or equivalent documentation for potential auditing purposes.

QUESTION 16 – Please clarify the submission requirements. Should proposals be submitted electronically only, or are hard copies also required? Will a scanned wet signature or electronic signature meet the wet signature requirement? May respondents include explanatory pricing notes with Attachment B?

ANSWER – *Only electronic email submission is accepted. We will be updating, notifying everyone, and posting the revised Attachment D to the website July 1, 2026 by noon. Explanatory pricing notes with Attachment B are welcome.*

QUESTION 17 – Can NVCCD provide scoring weights for the evaluation criteria, including price, experience, references, qualifications, and bilingual services?

ANSWER – *A scoring matrix is not available at this time.*

QUESTION 18 – Would NVCCD consider using an existing cooperative or alternative purchasing agreement, such as College Buys, for the resulting agreement if the selected Contractor meets all RFP 2026-01 requirements? If yes, should respondents identify this as an optional contracting path while still completing Attachment B and all required RFP forms?

ANSWER – *Yes, an existing cooperative or alternative purchasing agreement would be considered. Please identify such optional contracting paths if applicable.*