

Frequently Asked Question (FAQ):

Below is a list of questions that vendors may have or that have been submitted to the Judicial Department. Please review these questions and their responses.

1. If my company has an existing contract or currently works with one or more Districts, am I required to reply to the RFQ?

Vendors with existing contracts that are not a result of one of the iterations of the Statewide Outpatient Request for Qualifications, must reply to the RFQ. All contracts for any of the Outpatient Services listed above will be replaced by awards from this solicitation.

2. Which Districts will this RFQ apply to?

This RFQ will be a statewide process and is intended to cover all Judicial Districts within the State of Colorado. The second iteration of the solicitation is intended to cover the 4th, 8th, 10th, 14th, 19th and 20th Judicial Districts. However, vendors that serve any of the Judicial Districts may reply.

3. What if I provide services to Districts other than the 4th, 8th, 10th, 14th, 19th and 20th and not to any of the above Districts? Should I reply to the RFQ?

You are not required, but may reply, at this time. Alternatively, you could reply to a future version of this solicitation that will cover the Districts you work in. If you reply now and are awarded, you will not be required to reply again.

4. If I work with multiple Districts, do I need to reply to this RFQ multiple times?

If you received an award after your initial response to one of the iterations of this RFP, then you do NOT need to respond again. If you received a letter letting you know that you did not receive an award and you have additional information or circumstances have changed at your company, then you may submit again.

5. I provide service to Districts that are not a part of the initial iteration, should I reply?

A vendor may reply to any iteration of this RFQ, regardless of which District it would like to work with, within the State of Colorado. However, you're not required to reply until an RFQ iteration covers the Districts that you would like to do business with.

6. I provide service to some Districts that are a part of the initial iteration and to some Districts that are not a part of the initial iteration, should I reply?

Reply to the initial iteration. You will not be required to reply again if you receive an award. Failure to reply to an iteration that covers the Districts you would like to do business with may lead to loss of business with that District.

7. I didn't reply to the RFQ during the iteration that covered the Districts I would like to work with. Is it too late to reply?
You may respond to a future iteration of the RFQ, even if that iteration isn't intended to cover the Districts you would like to work with. Until you receive an award resulting from the iteration of the RFQ that you replied to, you may lose business. The schedule of each iteration will be posted at the top of the Outpatient Services web page.
8. I have been awarded a Master Contract. Are Districts required to use my services?
No, once an award is made, the District may elect to enter into a participating addendum with any of the awarded providers but are not required to do so.
9. I have been awarded a Master Contract, am I allowed to contact Districts in an attempt to get them to use our services?
While you're not prohibited from reaching out to Districts, it is the Districts responsibility to determine which of the awarded providers they would like to do business with. A District may choose to work with or not work with any of the awarded providers.
10. What is the schedule of the RFQ iterations and when will the Districts that I would like to do business with be covered by the RFQ?
The schedule of each iteration will be posted at the top of the Outpatient Services web page. As the Judicial Department will publish schedules as soon as it is aware of the exact time frames.
11. If I do not wish to reply to this RFQ, will this impact my relationship with the Judicial Department.
Districts are only permitted to work vendors up to the Discretionary limit over a 5-year period.
12. How will vendors be notified when a District would like to add a Forum Participating Addendum?
Participating addendums in Forum resulting from the Master Agreements will not be required to be executed by both parties. However, the participating addenda will still show as contracts in the vendors contract page on Forum. For detailed instructions on how to use Forum please visit the [Forum home page](#).

13. Am I required to use the excel document attached to the RFQ to submit pricing?

Yes, pricing must be submitted using the excel document provided. You may add the description of services, unit of measure, price and extended price, but the excel document must be used.

14. I provide services not covered by this solicitation, such as polygraph, sex offender treatment or residential treatment, but not the services listed. Should I reply to this solicitation?

No, these services are covered and will remain covered by other solicitations and contracts.