



**Addendum 1**  
**CT Renaissance RFP# 2021-01**  
**Credible Messengers**

Connecticut Renaissance is issuing Addendum 1 to RFP #2021-01-Credible Messengers. All requirements of the original Request for Proposals (RFP) except those requirements specifically changed by this addendum shall remain in effect. In the event of any inconsistency between information provided in the RFP and information in this addendum, the information in this addendum shall prevail.

This addendum provides additional information as to the services being procured through this RFP. Bidders must return a signed copy of the enclosed Addendum Acknowledgement with their submissions.

The following are answers to the questions received to RFP #2021-01, including those posed at the January 19, 2021 Bidder's Conference.

The enclosed Addendum Acknowledgement must be signed and included with your proposal.

**CREDIBLE MESSENGER VIRTUAL BIDDER'S CONFERENCE**  
**QUESTIONS & ANSWERS**  
**January 19, 2021**

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1. What is the maximum capacity for clients we can take per caseload?

**Answer:** We estimate ten clients per Credible Messenger for youth who are active in LYNC, although final caseloads have not yet been determined. Youth who have discharged from LYNC and are being seen by the Credible Messengers within the Sustainability Plan are in addition to the caseload of active LYNC clients. Not every LYNC youth will be assigned to a Credible Messenger. We want to ensure that relationships remain meaningful while also enabling access for as many youth as possible.

2. Is purchasing a vehicle an expectation or would the messengers be able to use their own vehicles?

**Answer:** Leasing a vehicle is the recommended option. Organizations may purchase two vehicles, or, use existing vehicles owned by the organization. The use of personal vehicles by Credible Messengers is the least desirable option because the individual would have to make sure that that vehicle meets safety standards and it could be fairly intense for an individual. Vehicle costs, whether leased, purchased, or existing should be reflected in the budget and budget narrative.

3. Is there a COVID-19 policy that would have to be followed and if so would that be developed by the agency who gets this bid, or CSSD or LYNC?

**Answer:** LYNC has worked with CSSD to develop COVID-19 protocols and has gone back and forth between providing remote services and onsite services. Across CT Renaissance and at any of our sites where we are seeing clients we have protocols that include screening, masking, social distancing, hand sanitizing and disinfecting facilities. These protocols will apply to vehicles used by Credible Messengers to transport clients. While a policy does not have to be included in the RFP response, adherence to CT Renaissance protocols is something we would expect in terms of the practice depending on where we are at in the pandemic.

4. The Youth that would be matched with the Credible Messenger, you had mentioned the PrediCT in the tiers one through five, would they tend to be more the one to three tiers or the four fives.

**Answer:** They would tend to be medium to high risk, so the three to five.

5. Does a felony conviction disqualify them from being part of the program? I have a group of Credible Messengers and they haven't sought their pardon yet. They are currently working for me; they have been working in the community over ten years.

**Answer:** We are looking for individuals with lived experience. Credible Messengers may have been justice-involved; if they have a criminal background that is something CT Renaissance will discuss. Considerations will include when the felony happened, how long ago it happened and how has that Credible Messenger given back after all that has happened. Individuals with a sexual assault offence or any type of assault on a youth would not typically be considered. While criminal background will be subject to further discussion, a felony in and of itself would not disqualify anyone from being a Credible Messenger.

6. I know we said the ideal caseload would be perhaps ten but male to female. I am envisioning maybe male to female might be ideal with someone who is bilingual. It may be hard to tell right now because the caseload hasn't been designated but anecdotally, what are we looking at as far as ratio?

**Answer:** Some of that demographic break down is provided in the RFP. We have typically more males in the program than females. In terms of what we look for in the Credible Messengers I don't want to exclude any of the clients from that but I would take a look at the demographics in the RFP to give an idea, as it is fairly representative.

7. If the Credible Messenger is male, he can only have males on his caseload?

**Answer:** This is something that will need to be determined and discussed. If you are considering who you might propose as a Credible Messengers, choose the best individuals you have. We have predominantly males who referred to our contracted programs and there are protocols that we would have in place should a male Credible Messenger be working with a female client. What we want to ensure is that the youth is safe, so you should be able to have a plan in place that would allow that to happen. You can certainly default to one male, one female knowing that we have a four to five ratio. I would prefer you take the route of what am I going to do to make sure that my Credible Messengers make sure that the youth is safe, which means you can consider male to male, male to female assignments, but we need to come together and agree upon a plan which should be included as part of your proposal.

8. I understand there are two available full time positions that we are seeking, as the owner can I insert myself because I am hands-on. Can I insert myself as one of those slots or no?

**Answer:** Yes.

9. Is there an expectation for how many contract hours the Credible Messengers is meet with each one of their youth or is that something we just come up with in our proposal? to spend with the youth.

**Answer:** Your response should distinguish between the time they might be delivering services at LYNC within a schedule approved by the LYNC Program Director, versus the time after LYNC discharge, which you should detail as part of your Sustainability Plan.

10. Will the bidder's conference be available to view for those of us that could not attend the January 19, 2021 event?

**Answer:** No, the bidder's conference is not available to view however, a summary of the questions and answers is posted on our website and has been emailed to all participants.

11. Will an additional RFP be issued for Bridgeport?

**Answer:** No, this is a pilot project for the New Haven LYNC program only.

**Addendum 1**  
**CT Renaissance RFP# 2021-01**  
**Credible Messengers**

Date Issued: 1/26/2021

This Addendum Acknowledgement must be signed and included with your proposal.

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Authorized Signature

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Name of Proposer

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Date