



METROPOLITAN EMERGENCY SERVICES BOARD

REQUEST FOR PROPOSALS (RFP)

**Addendum to  
Comprehensive Stress Management Program Development  
to Increase 9-1-1 Telecommunicator Mental and Emotional  
Resiliency**

**Issued: April 24, 2019**

DUE DATE:  
May 24, 2019

ISSUED BY:  
METROPOLITAN EMERGENCY SERVICES BOARD

The Metropolitan Emergency Services Board (MESB) is soliciting proposals from qualified independent contractors to research and develop a Comprehensive Stress Management Program (CSMP) that can be implemented by 9-1-1 emergency communications centers (ECC) within the 10-county Minneapolis/St. Paul metropolitan region to reduce the impact of acute, traumatic, and chronic stress on the 9-1-1 telecommunicators. Implementation of the CSMP developed under this RFP may become the basis for additional requests for proposals in future years, contingent on grant fund availability and 9-1-1 ECC participation.

Additional information about the MESB and the metro region 9-1-1 system may be found at [www.mn-mesb.org](http://www.mn-mesb.org)

## **VENDOR QUESTIONS**

The MESB has received two questions from a potential vendor and is providing the following answers.

1. *What is the approximate time the project would begin and end?*

The MESB will enter into a contract with the selected vendor. All contracts must be approved by the Board, which will meet on July 10, 2019. As stated in the RFP, the work must be completed by October 31, 2019 to meet grant termination deadlines.

2. *What is the budget for this project?*

As mentioned in the previous answer, this project is funded by a federal grant. The amount of funds allocated to this project is \$15,586.86.

## **PUBLIC DATA**

Proposals submitted become a matter of public record. Information supplied by any proposer is subject to the Minnesota Government Data Practices Act, Minnesota Statutes, Sections 13.01 et seq.

Public Record: Under Minnesota law, data submitted by a business to a government entity in response to a request for proposal are private or nonpublic data until the responses are opened. Once the responses are opened, the name of the proposer becomes public. All other data in a proposer's response to a request for proposal are private or nonpublic data until completion of the evaluation process. Completion of the evaluation process means that the government entity has completed negotiating the contract with the selected proposer. After a government entity has completed the evaluation process, all remaining data submitted by all proposers are public with the exception of trade secret data as defined and classified in Minn. Stat. Section 13.37. A statement by a proposer that submitted data are copyrighted or otherwise protected does not prevent public access to the data contained in the response if such data does not qualify as trade secret data.