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April 21, 2017

**HCJFS REQUEST FOR PROPOSAL SC01-17R  
EMERGENCY PLACEMENT SERVICES**

**ADDENDUM 2**

- **Remove Attachment H - Emergency Placement Service Grid – from RFP. The Grid is not a requirement for this service.**

RFP Conference Attendees:

Because You Matter  
Beech Acres Parenting Center  
Lighthouse Youth Services  
Marie's House of Hope  
Necco  
New Alternatives to Living

Nurturing Dreams and Visions  
NYAP  
Royalseed Youth Development  
SAFY  
St. Joseph Orphanage  
Seeds 4 Life

**Questions asked during RFP Conference:**

- Q1.** Should children be enrolled in school even for 14 days?
- A.** There should be a discussion with the worker regarding school enrollment.
- Q2.** Who transports children to us, or are we required to get them?
- A.** We will transport children to you.



Adult Services/421-LIFE • Cash Assistance • Child Care Services  
Child Support Services • Children's Services/241-KIDS • Employment and Training  
Food Stamps • Medicaid •

- Q3.** Regarding 30-minute response time – does that mean just to respond, not actually have child in our care?
- A:** Yes, this means just to respond.
- Q4.** What if you live more than 30 minutes away?
- A:** We prefer you are local as it is important for children to be maintained in their schools and programming whenever possible. However, we will not exclude a bid if you are more than 30 minutes away.
- Q5.** Is it the same timeline for budget questions, also?
- A:** Yes, all questions, including budget questions, are due on or before April 26, 2017, no later than 12:00 p.m. (noon).
- Q6.** Regarding the no reject, no eject policy: what if there are children who are truly outside of our scope of care (i.e. medically fragile children)?
- A:** Provider must be able to serve the vast majority of children, regardless of characteristic needs. If specialized training or nursing care is needed, not likely an appropriate placement.
- Q7.** Who provides immediate health screen? If Provider, what happens if child comes in with major medical concern, especially due to “no reject” component?
- A:** Local Check clinic. Children with major medical concerns will be assessed by UM staff for appropriateness of placement. Children needing medical treatment will be placed in the appropriate setting.
- Q8.** Please expand upon expectations around parent mentoring and teaching?
- A:** Interaction with parent is required unless otherwise listed.
- Q9.** Would Provider have to accept all ages 0-13 or can we specify an age range we will accept?
- A:** We will consider age preferences.
- Q10.** Can we use reference letters we submitted for the most recent foster Care and/or Residential Treatment RFPs?
- A:** If they are current - within the last 6 months.
- Q11.** Page 7 defines emergency and after hour placements but differentiates same day. Will all of these placements be served by the RFP services?
- A:** We will identify if it is emergency vs same day.



- Q12.** On page 11, question 20 regarding health care, if a child is overdue for vaccinations, do we need to get this done?
- A:** Children are required to have a medical assessment or medical appointment within 72 hours.
- Q13.** I know you like the 11:00 a.m. deadline, but later in the day would be really nice, around 3:00 p.m. Any chance you can consider moving the time?
- A:** Providers can submit proposals any time prior to the 11:00 a.m. deadline.
- Q14.** Attachment A-1 does not match the numbering and sections within 2.2.1. Will HCJFS update this?
- A:** Yes. Attachment A-1 will be sent out to all registered Providers as part of an addendum.
- Q15.** Attachment A seems to include only one renewal year not 2.
- A:** You are correct. Contract(s) will be written for an initial term of one (1) year with one (1) optional renewal year.
- Q16.** Will HCJFS pay Provider to reserve/hold certain number of beds?
- A:** No.
- Q17.** Page 27, anticipated start date, did you mean July 1, 2017 (since oral presentations/review is listed as the week of June 12, 2017).
- A:** Since this is a new service, there is not a hard start date. It can start any time between June 1, 2017 – December 1, 2017. A revised Program Schedule was e-mailed to Providers who registered for the RFP as part of Addendum 1.
- Q18.** If multiple Providers are selected, how will “no reject, no eject” work? Will you only refer to one Provider at a time, or to the whole group?
- A:** Referrals will most like be the best match for the child’s needs.
- Q19.** For no eject, no reject – if using a foster home, current children in the home/bedrooms may not allow a placement of a different gender or age.
- A:** This is a capacity issue. Provider cannot refuse based on characteristics of a child.



**Q20.** For foster care contracts that currently have emergency placement rates, will that continue or does this RFP take the place of that service?

**A:** Will be part of the continuum.

**Q20.** Page 4 states 1 year, 1 year renewal. Page 19 states 1 year 2 year renewals. Which one is correct?

**A:** Contract(s) will be written for an initial term of one (1) year with one (1) optional renewal year. This revised section was e-mailed to Providers who registered for the RFP as part of Addendum 1.

**Q21.** Is congregate care the preference?

**A:** Not necessarily.

**Q22.** Is the start date July 1, 2017, not June 1, 2017? Is the budget period July – June?

**A:** Refer to response from question 17 in this addendum.

**Q23.** Is 14 days the maximum stay?

**A:** That is our hope.

**Q24.** For those with existing contracts, will HCJFS state this specific referral is for emergency placement services as opposed to standard referrals?

**A:** Yes.

**Q25.** If after 14 days child still needs placement, will that placement move under foster care contract or remain as an emergency placement?

**A:** Placement will remain as an emergency placement.

**Q26.** Can homes be respite Providers vs licensed foster parent?

**A:** No, must be licensed.

**Q27.** What is your anticipated number of placements per year?

**A:** Since this is a new service, the number of placements are unknown.



**Q26.** How will you determine which children are referred to this service vs being referred to foster care?

**A:** The emergent nature of referrals, numbers, after hours, and weekends will determine.



RFP# SC01-17R - Emergency Placement RFP

Program Component Checklist

Please ensure all questions in Section 2.2.1 are answered and page numbers are listed by using checklist below.

**Proper Answer:** If YES - list page number where response can be found. If NO - list reason for not responding.

<b>Service Information</b>				
QUESTION #	YES	PAGE #(s)	NO	REASON FOR NOT RESPONDING
Question 1				
Question 2				
Question 3				
Question 4				
Question 5				
Question 6				
Question 7				
Question 8				
Question 9 (A through G)				
Question 10				
Question 11				
Question 12				
<b>Staff Information</b>				
Question 1				
Question 2				
Question 3				
<b>Licensure, Administration and Training</b>				
Question 1				
Question 2				
Question 3				
Question 4				