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February 21, 2020

**HCJFS REQUEST FOR PROPOSAL
INDEPENDENT LIVING SERVICES
RFP SC01-20R**

ADDENDUM 1

Replace Section 3.1 of the RFP in its entirety with the following Program Schedule:

3.1 Program Schedule

ACTION ITEM	DELIVERY DATE
RFP Issued	February 7, 2020
RFP Conference	February 21, 2020 1:00 p.m. – 3:00 p.m.
Deadline for Receiving Final RFP Questions	February 28, 2020, noon
Deadline for Issuing Final RFP Answers	March 6, 2020
Deadline for Registering for the RFP Process	February 28, 2020, noon
Deadline for Proposals Received by RFP Contact Person	March 20, 2020 no later than 11:00 a.m.
Oral Presentation/Site Visits – if needed	Week of March 30, 2020
Anticipated Proposal Review Completed	Week of March 30, 2020
Anticipated Start Date	8/1/2020 – 12/1/2020



Questions asked before RFP Conference:

- Q1.** I have a question about the correct RFP for group homes. I would like to get started but I'm not sure about which amendment I should complete.
- A.** RFP SC01-20R is procurement for Independent Living services. Procurement for Group Home services will occur sometime in 2020. Providers who are on HCJFS' bidders' list for GH services will receive notification when the RFP is released.
- Q2.** Will there be an RFP sinister for group home services?
- A.** If your question is asking if there will be an RFP release for group home services, the answer is yes.

Replace Cover Sheet, Attachment A of the RFP in its entirety with the following Cover Sheet:



ATTACHMENT A
Cover Sheet for Independent Living Proposals
Bid No: RFP #SC01-20R

Name of Provider _____

Provider Address: _____

Telephone Number: _____ Fax Number: _____

Contact Person: _____
(Please Print or type)

Phone Number: _____ (ext) _____ E-Mail Address: _____

Additional Names: Provider must include the names of individuals authorized to negotiate with HCJFS.

Person(s) authorized to negotiate with HCJFS:

Name: _____ Title: _____
(Please Print)

Phone Number: _____ Fax Number: _____ E-Mail: _____

Name: _____ Title: _____

Phone Number: _____ Fax Number: _____ E-Mail: _____

Please complete Rate Grid located on page 2 of this form.

Service/Year	Total Cost	For years 2 and 3 only, please list % increase from previous year
IL/Year 1		
IL/Year 2		
IL/Year 3		
IL-B/Year 1	\$12.60	
IL-B/Year 2	TBD	Not to exceed 3%
IL-B/Year 3	TBD	Not to exceed 3%
IL-SN/Year 1		
IL-SN/Year 2		
IL-SN/Year 3		
Individual Aid/Year 1	\$21.50 per hour	
Individual Aid/Year 2	TBD	
Individual Aid/Year 3	TBD	
Other/Year 1		
Other/Year 2		
Other/Year 3		

***** If you intend to bid for "Other" ancillary services your agency may provide to assist with keeping a child in placement, a brief service description must be included in the proposed services section of the RFP.**

*****The Individual Aid rate is an hourly rate set by HCJFS. Please indicate if your agency is capable and willing to provide individual aid services if needed.**

Yes _____ No _____

Certification: I hereby certify the information and data contained in this proposal are true and correct. The Provider's governing body has authorized this application and document, and the Provider will comply with the attached representation if the contract is awarded.

Signature - Authorized Representative

Title

Date

Please complete the back of this form containing a checklist to verify that everything required to be submitted as part of your proposal is included.

RFP Submission Checklist

Pursuant to Section 4.6 of the RFP, the following items are to be included in your proposal in order for it to be deemed qualified. Please indicate that the items are included by checking the corresponding column.

Action Required	RFP Section	Included
Did you register for the RFP process by February 28, 2020?	3.3	
Will your Proposal be submitted by 11:00 a.m. on March 20, 2020?	4.4	
Did you include all the Contact Information on the Cover Sheet?	2.1	
Did you include the Unit Rate for the Initial Term on the Cover Sheet?	2.1	
Did you include the Rate for the First and Second Renewal Terms on the Cover Sheet?	2.1	
Did you sign the Cover Sheet?	2.1	
Is a response to each Program Component included?	2.2.1	
Is a response to each System and Fiscal Administration Component included?	2.8	