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June 11, 2019

HCJFS REQUEST FOR PROPOSAL
TRADITIONAL FAMILY FOSTER CARE AND
TREATMENT FOSTER CARE PLACEMENT SERVICES
RFP SC03-19R

ADDENDUM 2

Providers in attendance at RFP Conference:

Adanech Corporation
Agape for Youth, Inc.
American Compassionate Care
Angels Guarding Youth Services, Inc.
Beech Acres Parenting Center
Boys to Men Transitional Home
Buckeye Ranch, The
Child Focus, Inc.
CHOICES
Focus on Youth

House of Hope & Love
Lighthouse Youth & Family Services
NYAP
NECCO
Oesterlen Services for Youth, Inc.
Ohio Mentor, Inc.
Pressley Ridge
Resident Home dba Envision Ohio
St. Joseph Orphanage
SAFY
Strive House

Questions asked during RFP Conference:

Q1. Exhibit II (pg. 114-116) and Attachment H (pg. 185-187) are the same, correct?

A. Yes.

Q2. Section 2.0 – Provider Proposal (A) pg. 21 regarding the 300-page limit; does this apply to attachments like job descriptions, required forms, etc.?

A: Yes.

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

Q3. Attachment D (pg. 163-178) Provider Certification: if this has been completed in the past is it required again? Does it need repeating every few years?

A: If an agency has completed the Provider Certification process, it will only need to be completed again if there is an administrative change.

Q4. Section 2.2, pg. 22, first sentence; should separate and distinct response be provided for sentence one?

A: No. Responses should begin in Section 2.2.1 with question A.

Q5. If an organization has a federally approved indirect cost rate of greater than 15%, are we still limited to 15% for indirect costs in the budget?

A: Yes.

Q6. Has it been the expectation in previous years that we state other JFS contracted services in the other direct services section?

A: Yes, as well as other non-JFS services.

Q7. Can you say anything more regarding preferred binding? We want for the pages to be easy to read – may be difficult to lose (as it's a 300-page limit) while still honoring the request to not use binders and keep costs low? 2-hole punch? Binder rings without binders?

A: Proposals can be submitted in binders, 3-hole punch, binder rings, or any containment Providers choose. Our emphasis on binders was merely to say they're expensive and not necessary. Providers should feel free to contain proposals any way they choose to satisfy the requirements of the RFP.

Q8. Will the rate for adoption placement and finalization services remain the same (pg. 6, last paragraph)?

A: Yes, they will remain the same.

Q9. On page 13, #13, second paragraph: can a case manager deliver Community Psychiatric Supportive Therapy (CPST) and/or Therapeutic Behavior Support (TBS)?

A: Yes, but not therapy. They can provide those supports to the home, but they should not also be the support for the foster home. This is where the conflict begins.

Q10. Can foster parents provide any level of the visitation (supervised, community, etc.)?

A: Yes, if foster parent is trained.

Q11. On page 25 #15, are you referring to psychiatric hospitalizations only or all reasons for hospital admission, including planned medical procedures?

A: We are referring to psychiatric hospitalizations, not planned medical procedures.

Q12. Section 1.2.2, Question O – is it 2018 data only? Do you want this data for Hamilton County children only, or other youth served?

A: Only Hamilton County. It can be data from 2018 or the previous fiscal year. Just indicate what time period the data covers.

Q13. Does 300-page limit include attachments?

A: Yes.

Q14. Should there be a narrative for Section 2.2 – Service and Business Deliverables – separate from 2.2.1 – Program Components?

A: Refer to Q4 of this addendum.

Q15. Please explain the no reject-no eject standard on page 9 for emergency placements.

A: We are asking that the homes for these older children maintain them for up to 30 days. We do understand that there could be situations where the child needs to leave. This should be the exception and not the rule.

Q16. On page 15, #19, there seems to be missing information on what is needed for discharge summaries.

A: Should read: Discharge and transition planning will include time frames and recommendations for step-down services and accompanying discharge reports and summaries that includes an updated DAF or assessments.

Q17. Can you clarify if Attachment D needs to be included in every proposal or only new agencies?

A: No, Attachment D – Provider Certification – does not need to be included with your proposal. The Certification is completed by HCJFS staff if your proposal is selected and your agency is awarded a contract.

Q18. Where in the proposal do you want services grid?

A: The foster care service grid will follow Attachment A.

Q19. To whom and how do we report our performance outcome measures.

A: They will go to Jane Huesman: huesmanj01@jfs.hamilton-co.org

Q20. On page 24 – Letter O, data for "past 12 months" – does it have to be June 1, 2018 – May 31, 2019; or can it be the data from calendar year 2018?

A: 2018.

Q21. In the sample conference there is a part that is deleted regarding HCJFS enrolling children. Who is responsible for enrolling children into school? The Provider or HCJFS?

A: Provider.

Q22. Does new Attachment J replace #5 in RFP, or is it a 6th addition for 6 total outcome measures?

A: Replace the last page of Attachment J with revised page for a total of 5 total outcome measures.

Q23. Do we have to include page numbers under the "included" column on Attachment A checklist?

A: No. The checklist is for Providers to use to ensure all requirements for proposal submission has been met.