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**HCJFS REQUEST FOR PROPOSAL
PARENTING EDUCATION SERVICES RFP#SC0314-R**

ADDENDUM 2

Questions Received during RFP Conference

Q1. How will assessment tool information, progress goals on outcomes, etc. be reported? Will this be reported through MCP or another means?

A: The expectation is that this information will be reported as requested by HCJFS. We are currently exploring our options for reporting. MCP is the current system for providers to enter monthly progress notes.

Q2. Regarding the incentive; if HCJFS does not return the children, are these included in the count for the performance measure?

A: No.

Q3. Regarding parenting assessments; Provider credentials (psychologist or LISW). This is obviously a more expensive service. Do you expect this to be needed for all/most referrals or only a select number?

A: We expect referrals for this service to be exceptions.

Q4. Historically it has been challenging to include children when they are in out-of-home care Will this expectation be communicated to foster care and other out-of-home Providers (to bring children to services)?

A: Yes.



Q5. Section 2.2.1 – Program Components – 17:
Are monthly progress reports required or can the frequency be set by the Provider?

A: Frequency is determined by HCJFS as described in Section 1.2.2 (S).

Q6. Can reference letters be submitted from other agencies/collaborators if they have a contract with HCJFS?

A: Yes. The only reference letters that will not be accepted are from HCJFS or HCJFS employees.

Q7. Can you provide a summary of ages and family type of the previous referrals?

A: All population information available is provided in Section 1.2.1.

Q8. If we pick out two or three of your listed services, should proposals be submitted separately?

A: No. Please submit one proposal for parenting services that responds to all sections of the RFP.

Q9. Do you anticipate increasing the annual investment in parenting?

A: This is not certain. The current budget for parenting services is \$314,000 annually.

Q10. How will the philosophical change to be more intentional and strategic in referrals change the anticipated number of clients referred?

A: We are not sure how the changes in the RFP will affect referrals. We do not anticipate it changing the number of referrals drastically.

Q11. Regarding collaboration, who has the primary responsibility for bringing the team (multiple agencies) together and facilitating communication?

A: JFS has primary responsibility. We do expect service providers to contact JFS (including workers, managers, etc.) if they are concerned about their inclusion in communication and collaboration.

Q12. Regarding contract year, do you anticipate a lapse in service (Oct-Dec) if the contract is completed in December – i.e. will it change the service year?

A: We anticipate the contract will start October 1, 2014.

Q13. Should the electronic budget be submitted via e-mail or on a flash drive with the proposal?



A: The electronic budget should be submitted on a flash drive in an unlocked Excel format.

Q14. Section 2.2.2 C – do subcontractors need to provide 3 letters of reference or simply 2 references with contact information?

A: 3 letters with contact information is fine.

Q15. What is the total funding amount for the RFP?

A: The current amount is \$314,000.00.

Q16. Section 1.2.2 Q – Is “formal parent assessments by a psychologist or independently licensed clinician” to be an “additional” service or bundled into the service? None of the EBP’s include a “diagnostic” evaluation as part of the program.

A: Please respond in your proposal as to how you will provide this service and the proposed costs.

Q17. Section 1.2.2 Q; is the formal assessment needed for all families or just PRN?

A: As needed.

Q18. You are looking for multiple Providers – how then will you determine who is referred to the family?

A: The caseworker will be the primary decision-maker. JFS will make referral decisions based on the needs of the family and the services offered through each provider.

Q19. Is the service to be provided “on-going” or time-limited?

A: Time limited as appropriate for each family.

Q20. What is the current unit cost for the existing parent service being provided?

A: Provider 1 rates:

1. \$5,509.46 per four (4) week group for a Parent Enrichment Group (Family Education).
2. \$157.44 per class session for an Orientation Group (Parent Only).
3. \$81.83 per hour for a Specialized Parent Education (Individual/Family Education).
4. \$68.24 per hour for a Building Positive Relationships (Individual/Family Education).
5. \$52.48 per hour for a Family Connections (Individual/Family Education).



Provider 2 rates:

1. \$101.19 per hour for an individual Unit of Service.
2. \$30.56 per hour per family for a group (parents only).
3. \$33.62 per hour per family unit for a group (parents and children).

Q21. What is the current unit cost for a formal diagnostic evaluation provided to HCJFS parents by a licensed psychologist or independently licensed provider?

A: This varies by provider.

Q22. Incentives qualify if no abuse/neglect during active service only – not after closed parenting service?

A: The timeline for incentives begins at the time of discharge or successful completion of the program.

Q23. The RFP states – being selected does not guarantee referrals. Why do you select Providers and not use them?

A: In most cases we use providers. However, HCJFS is not obligated to send referrals to Providers and is not a definite funding source for Providers.

