



**DISTRICT OF COLUMBIA DEPARTMENT OF BEHAVIORAL HEALTH  
CONTRACTS AND PROCUREMENT SERVICES  
64 NEW YORK AVENUE, NE, 2<sup>ND</sup> FLOOR, WASHINGTON, DC 20002  
PHONE: (202) 671-3171 ♦ FAX: (202) 671-3395**

November 24, 2015

**REQUEST FOR PROPOSAL (RFP)  
SUPPORTED REHABILITATIVE RESIDENCE (SRR)  
AMENDMENT NUMBER ONE (1) – RM-16-RFP-200-SRR-XXX-BY4-SC**

**TO ALL PROSPECTIVE OFFERORS:**

**THE DATE OF SUBMISSION OF PROPOSALS AGAINST THIS SOLICITATION IS HEREBY EXTENDED FROM MONDAY, NOVEMBER 30, 2015 @12:00 NOON (EST) TO FRIDAY, DECEMBER 4, 2015 @ 12:00 NOON (EST).**

**QUESTIONS RECEIVED FROM THE OPTIONAL PRE-PROPOSAL CONFERENCE HELD ON FRIDAY, November 20, 2015:**

**QUESTIONS AND ANSWERS**

<b>Question No.</b>	<b>RFP Section</b>	<b>Question</b>
1		Chapter 38 – Shall there be a Contract Modification if changes are made once Contract is awarded during the Base Year. Does the Vendor have the ability to pull out of the contract?
<b>DBH RESPONSE: There shall be a Bi-Lateral Contract Modification that would captures any changes made to the Contract once it has been awarded to a Vendor (s). The Vendor shall not have the ability to pull out of their Contract once it has been awarded by DBH.</b>		
<b>Question No.</b>	<b>RFP Section</b>	<b>Question</b>
2		What type of requirements are needed in order to prove capability?
<b>DBH RESPONSE: Prior to the Contract Award, the Offeror must be in compliance with DC Title 22 Chapter 38, “Community Residences Facilities for Mentally Ill Persons.”</b>		
<b>Question No.</b>	<b>RFP Section</b>	<b>Question</b>
3		Will DBH staff be available Friday to accept submissions?
<b>DBH RESPONSE: DBH shall have Staff on duty and shall be open during regular Business Hours</b>		
<b>Question No.</b>	<b>RFP Section</b>	<b>Question</b>
4	Section L-17	If there are not any current employees to provide service, how should the vendor go about getting the new employees recognized and approved by DBH?
<b>DBH RESPONSE: Prospective Vendors choosing to participate in the SRR Solicitation must identify the Employees that shall be used to provide the required services identified in this Solicitation.</b>		
<b>Question No.</b>	<b>RFP Section</b>	<b>Question</b>
5		Can you provide more details as to what Key Personnel is?
<b>DBH RESPONSE: At minimum, the CEO, the Residential Director and Community Support Worker (s).</b>		

Question No.	RFP Section	Question
6		Are there any changes from the previous SRR solicitation?
<b>DBH RESPONSE: This SRR Solicitation is a new Solicitation and all Prospective Vendors are expected to read this Solicitation in its entirety, along with following the instructions of this Solicitation as it relates to the submission of any and all Questions.</b>		
Question No.	RFP Section	Question
7		Why is the Technical Proposal limited to only 20 Pages?
<b>DBH RESPONSE: All Technical Proposals are limited to a Page Limit to avoid elaborate Technical Proposals, along with allowing the Technical Evaluation Committee and the Director/ACCO the opportunity to provide for an Open, Fair and Transparent environment for conducting competition for RFP submissions in a timely manner.</b>		
Question No.	RFP Section	Question
8		What is the turnaround time to receive a response on a submission?
<b>DBH RESPONSE: There is no identified turnaround time for Prospective Vendor to receive a response to their submission. DBH shall be providing their due diligence in conducting the proper evaluation of each submission to this RFP.</b>		
Question No.	RFP Section	Question
9	C.1	Does the procurement represent an expectation of experience?
<b>DBH RESPONSE: Please refer to Question No. 2. In addition, see L.2.3.2.8 of the RFP. This section states: The names, addresses, phone numbers and e-mail addresses of least, but no more than three (3) points of contact for which the Offeror has provided the same or similar services in the past three (3) years. The District shall contact these agencies as part of conducting its Past Performance Evaluation (See Section M.3.7).</b>		

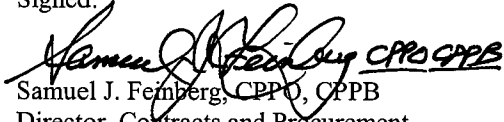
**ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR PROPOSALS REMAIN UNCHANGED.**

Only one copy of this amendment is being sent to prospective Offerors. Offerors shall sign below and attach a signed copy of this amendment to each proposal to be submitted to the place specified for receipt of proposals. Proposals shall be mailed or delivered in accordance with the instructions provided in the original RFP. In the event your proposal has been previously deposited with the Department of Behavioral Health, Contracts and Procurement Services (DBH/CPS), submit this signed Amendment in a sealed envelope, identified on the outside by the RFP number and submission date. This signed Amendment must be received by the DBH/CPS no later than the date and time for closing.

AMENDMENT ONE (1)  
SUPPORTED REHABILITATIVE RESIDENCE (SRR)  
RM-16-RFP-SRR-200-XXX-BY4-SC  
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Failure to acknowledge receipt of Amendment One (1) for Solicitation Number **RM-16-RFP-SRR-200-XXX-BY4-SC** may be cause for rejection of any proposal submitted in response to the subject RFP.

Signed:

  
Samuel J. Fernberg, CPPO, CPPB  
Director, Contracts and Procurement  
Agency Chief Contracting Officer

Amendment Number One (1) is hereby acknowledged and is considered a part of the proposal for Solicitation Number **RM-16-RFP-SRR-200-XXX-BY4-SC**.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title of Authorized Representative

\_\_\_\_\_  
Print or Type Name of Offeror