



**DISTRICT OF COLUMBIA DEPARTMENT OF BEHAVIORAL HEALTH
CONTRACTS AND PROCUREMENT SERVICES**


NOVEMBER 24, 2015

REQUEST FOR PROPOSAL AMENDMENT NUMBER ONE (1) FOR:
SOLICITATION NUMBER RM-16-RFP-022-BY4-SDS
HEALTH HOME SERVICES

TO ALL PROSPECTIVE OFFERORS:

Question No.	RFP Section	Question/Clarification
1		Will DBH accept electronic copies of Offerors' Proposals as a response to the RFP
DBH RESPONSE – Electronic Copies of the Offeror's Proposal in response to the RFP shall not be accepted. One (1) signed Original and four (4) copies of the written Proposal must be submitted by 11:00 AM on December 3, 2015, addressed to: Samuel J. Feinberg, CPPO, CPPB Director Contracts and Procurement Agency Chief Contracting Officer Department of Behavioral Health 64 New York Avenue, NE, Room 222 Washington, DC, 20002		
2	Section L2	Proposal Form, Organization and Content – Does the Proposal have to be on bond paper?
DBH RESPONSE – Bond paper is preferred but not required		
3	Section J	Can Offerors request that DBH send them copies of Forms J.7 through J.10 if they are having problems obtaining them through the link provided?
DBH RESPONSE – Offeror's request must be made in writing and sent to Mr. Feinberg at the address in Question #1 above, or via email at Samuel.Feinberg@dc.gov.		
4	Section L.2	Are the forms required to be submitted with the Proposal from Section J counted as part of the Maximum of fifteen (15) pages?
DBH RESPONSE Required forms with signatures are not part of the Maximum number of pages allowed for the Responses to this RFP.		
5	Section K	Do Offerors have to complete Section K and submit it with the Proposal?
DBH RESPONSE – Section K shall be completed in its entirety. Sections K.3 and K.4 shall be completed along with First Source Employment Documents and Documents dealing with Equal Opportunity Compliance as required in Sections J.7 and J.8.		

6	Section M.3.1.4	What documentation should Offerors use to verify that they have completed the readiness assessment?
DBH RESPONSE – Upon completion of the Readiness Assessment, DBH shall send each Provider a Certificate that can be copied and submitted with their Response to this RFP.		
7		What is the last day that questions regarding this Solicitation may be submitted and can that date be extended?
DBH RESPONSE – November 27, 2015 is the last date for submission of questions to the Solicitation. Requests for extension of the time to submit questions must be made in writing, with a justification for the request, to Mr. Feinberg at Samuel.Feinberg@dc.gov.		
8		Does the Health Home Director have to be a Licensed Clinician?
DBH RESPONSE – The Health Home Director does not have to be a Licensed Clinician.		
9		What are Preference Points and How do you know if you are a CBE
DBH RESPONSE – Preference Points are awarded to Certified Business Enterprises (CBEs) for various categories of Businesses (Small, Local, Minority Owned, Woman Owned, Long Time Resident...) In order to become a CBE a business must apply to the Department of Small Local Business Development (DSLBD). As of this writing, Non-Profit Organizations do not qualify to become CBEs.		
10		Is approval of DOES First Source Employment Agreement required as part of the submission of the Proposal Package
DBH RESPONSE – Providers must submit the completed First Source Agreement Employment Documents, prior approval is not required for DOES First Source Employment Agreement.		
11		Section B.5 Price Schedule - Clarification
DBH RESPONSE – Section B.5 Price Schedule is replaced in its entirety with the attached Attachment A Section B, Price Schedule.		
12		How is the Pricing Proposal to be submitted?
DBH RESPONSE – The Price Proposal Schedule B.5 Pricing Schedule indicates the Maximum Number of Consumers for each, Low/High Acuity. The Offeror must acknowledge acceptance of the Pricing Schedule B.5 by affixing their signature where provided.		
13		Subcontracting Plan – Is a Subcontracting Plan Mandatory for this Solicitation?
DBH RESPONSE – In view of the fact that payments for Health Home Services shall be through Medicaid, there is no requirement for the Provider to provide a Subcontracting Plan.		
14		How will Providers receive payment for Services
DBH RESPONSE – The Health Home Reimbursement can only begin once the Consumer is enrolled. Enrollment is defined as the Consumer's signing the Health Home Consent Form which shall be embedded in iCAMs.		

15	Section M.3	When a Provider is not be able to bring all 300 clients into Health Homes in the month of January, Vendor X will be proposing to enroll a certain number of clients each month until we reach the 300 mark. How do we reflect that when submitting the pricing proposal?
DBH RESPONSE – Section M.3.1.2 states: “The Offerors shall describe the number of Health Home Teams they intend to create, the capacity of each team, the mix of High and Low Acuity Consumers and the process used to select the Consumers, the Provider’s Action Plan to grow the service capability and its procedures for administering a Wait List or assisting Consumers to transfer to another Health Home when the Provider’s existing teams are at capacity.”		
<p>ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR QUOTE REMAIN UNCHANGED.</p> <p>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 quote 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 quote 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 included with your submission in response to this RFP.</p> <p>Failure to acknowledge receipt of Amendment One (1) for Solicitation Number <u>RM-16-RFP-022-BY4-SDS</u> may be cause for rejection of any Proposal submitted in response to the subject RFP.</p> <p>Signed:</p> <div style="text-align: center;">  Samuel J. Feinberg, CPPO, CPPB Director, Contracts and Procurement Agency Chief Contracting Officer </div> <p>Amendment Number One (1) is hereby acknowledged and is considered a part of the proposal for Solicitation Number <u>RM-16-RFP-022-BY4-SDS</u>.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p>_____ Signature of Authorized Representative</p> <p>_____ Title of Authorized Representative</p> </div> <div style="width: 45%;"> <p>_____ Date</p> <p>_____ Print or Type Name of Offeror</p> </div> </div>		

AMENDMENT ONE (1) - ATTACHMENT A**B.5 SCHEDULE B – PRICING SCHEDULE**

CLIN	Item Description	Chap 25: Rate Per Member Per Month (PMPM) per Consumer	Quantity Minimum	Minimum Extended Total Price (# of Consumers x PMPM Rate/Mo.)	# of Consumers: Maximum Award Quantity	Maximum Extended Total Price (# of Consumers x PMPM Rate/Mo)
0001	Base Year Low Acuity Health Homes services, as set forth in Section C	\$349.00	One Low Acuity PMPM	\$349.00	300	\$104,700.00
0002	Base Year High Acuity Health Homes services, as set forth in Section C	\$481.00	One High Acuity PMPM	\$481.00	300	\$144,300.00
1001	Option Year 1 Low Acuity Health Homes services, as set forth in Section C	\$349.00	One Low Acuity PMPM	\$349.00	300	\$104,700.00
1002	Option Year 1 High Acuity Health Homes services, as set forth in Section C	\$481.00	One High Acuity PMPM	\$481.00	300	\$144,300.00
2001	Option Year 2 Low Acuity Health Homes services, as set forth in Section C	\$349.00	One Low Acuity PMPM	\$349.00	300	\$104,700.00
2002	Option Year 2 High Acuity Health Homes services, as set forth in Section C	\$481.00	One High Acuity PMPM	\$481.00	300	\$144,300.00
3001	Option Year 3 Low Acuity Health Homes services, as set forth in Section C	\$349.00	One Low Acuity PMPM	\$349.00	300	\$104,700.00
3002	Option Year 3 High Acuity Health Homes services, as set forth in Section C	\$481.00	One High Acuity PMPM	\$481.00	300	\$144,300.00
4001	Option Year 4 Low Acuity Health Homes services, as set forth in Section C	\$349.00	One Low Acuity PMPM	\$349.00	300	\$104,700.00
4002	Option Year 4 High Acuity Health Homes services, as set forth in Section C	\$481.00	One High Acuity PMPM	\$481.00	300	\$144,300.00

Print Name of Business/Organization

Signature of Authorized Personnel

Date

Print Name of Authorized Personnel

Title