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**DISTRICT OF COLUMBIA DEPARTMENT OF MENTAL HEALTH  
CONTRACTS AND PROCUREMENT ADMINISTRATION**

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April 22, 2009

**NON-MEDICAID REIMBURSABLE SERVICES AND SUPPORTS  
AMENDMENT NUMBER 1  
RM-09-RFP-072-BY4-VM**

TO ALL PROSPECTIVE BIDDERS:

Answers to questions submitted by prospective Offerors.

**THE CLOSING DATE AND TIME FOR THIS RFP IS THURSDAY, APRIL 30, 2009 AT 2:00 P.M.**

<b>Question No.</b>	<b>RFP Section</b>	<b>Question</b>
1	N/A	Is the Contractor required to provide all of the services listed?
<b>DMH RESPONSE: The Contractor shall be prepared to provide all services listed in the solicitation.</b>		
<b>Question No.</b>	<b>RFP Section</b>	<b>Question</b>
2	C.2 "Overview"	Is 150 the maximum number of Children served by the contract?
<b>DMH RESPONSE: Based upon this Request for Proposal (RFP), DMH shall award a Contract(s) that provides a Monthly Rate per Enrolled Consumer on an annual basis for Choice Provider slots supporting up to One Hundred Fifty (150) Children and Youth who have serious emotional disturbances and are involved in Child Welfare Agencies.</b>		
<b>Question No.</b>	<b>RFP Section</b>	<b>Question</b>
3	L.1.1 "Contract Award"	Will there be multiple awards of the solicitation?
<b>DMH RESPONSE: DMH anticipates multiple awards as a result of this solicitation.</b>		

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Question No.	RFP Section	Question
4	B.3 "Ordering Procedures"	Is this RFP for Children and Youth committed to CFSA or does it also include CFSA involved Youth?
<b>This RFP is for Children and Youth committed wards of CFSA.</b>		
Question No.	RFP Section	Question
5	B.4 "Schedule B – Pricing Schedule"	What does unit and extended price mean?
<b>DMH RESPONSE: The Unit is the Cost (Rate) per Consumer per Month and the Extended Price is the Total Cost for the number of Consumers served over a 12 month period which for this RFP is Not to Exceed One Hundred Fifty (150) Children and Youth.</b>		
Question No.	RFP Section	Question
6	C.2.1 "Eligibility as a Choice Provider" and C.6 "Minimum Qualifications"	Does the Contractor already have to be designated as a Choice Provider or just meet the criteria to become a Choice Provider?
<b>DMH RESPONSE: The potential Contract is required to already be a designated Choice Provider with an awarded contract or a DMH certified Core Service Agency who demonstrates that they meet the Choice Provider Qualifications therein the solicitation.</b>		
Question No.	RFP Section	Question
7	N/A	Is the blended rate for one Child or will be spread out between Children?
<b>DMH RESPONSE: The blended rate shall be spread across consumers.</b>		
Question No.	RFP Section	Question
8	N/A	If I submit a proposal for 100 Children and there are other qualified proposals submitted as well, is it possible that I could receive a contract for less than 100 Children?
<b>DMH RESPONSE: DMH anticipates awarding multiple Contracts as a result of this solicitation to Responsive and Responsible Contractors providing the Best Value to DMH. The anticipated number of Children to serve cannot exceed the total number of CFSA Children that an agency currently serves.</b>		

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Question No.	RFP Section	Question
9	N/A	If an agency is already designated as a Choice Provider, do they have to regurgitate the information they submitted to become a Choice Provider or can they just state that they are a Choice Provider?
<p><b>DMH RESPONSE: A summation of what qualified you to be selected as a Choice Provider is sufficient. While a potential Contractor, who is not currently a Choice Provider, shall need to be much more elaborative and detailed in their response to this section in order to provide evidence of experience and ability to meet the Choice Provider Qualifications as stated within this solicitation.</b></p>		
Question No.	RFP Section	Question
10	L.2.3 "Technical Proposal"	Are there a minimum number of pages for the narrative?
<p><b>DMH RESPONSE: The Technical Proposal shall be no more than 20 single-spaced pages and the Contractor shall address all of the subsections of Section L.2.3.</b></p>		
Question No.	RFP Section	Question
11	N/A	What is the plan for the 134 CFSA Youth that are being transitioned from DC CSA?
<p><b>DMH RESPONSE: The total number of Children transitioning from DC CSA information was communicated to CFSA Office of Clinical Practice (OCP) and they are currently reviewing the services that these Children were receiving from DC CSA and matching them with Private Providers who can provide the same services. This is to ensure there is continuity of services in each Child's care.</b></p>		
Question No.	RFP Section	Question
12	N/A	Is it possible that the number of 150 Children will be expanded after the first year?
<p><b>DMH RESPONSE: DMH shall be collecting utilization data to assess the usage of these services.</b></p>		
Question No.	RFP Section	Question
13	N/A	What is the referral process for these Children?

**DMH RESPONSE: This is a process for Children already enrolled in your agency that may need services that aren't MHRS reimbursable.**

Question No.	RFP Section	Question
14	C.3.1	Could you give definitions or examples of the services such as transportation and social network supports?

**DMH RESPONSE: These funds are used to support the non-Medicaid billable services and supports necessary to ensure Children and Youth involved in the Child Welfare system have reports, assessments and services required by the courts. In addition, these funds may be used to purchase or provide concrete services and/or goods that support and enhance the delivery of services to CFSA Children and Youth. Examples of transportation may be providing Metro Card or paying for Cab Fare for a Child and biological Parent to attend therapy sessions.**

Question No.	RFP Section	Question
15	C.3.1	Therapeutic Foster Care agencies are currently responsible by contract for these costs if they have family responsibility. Are we to assume that is the case for purposes of this contract as we develop our budget?

**DMH RESPONSE: This is a business decision that each organization shall make. However, DMH hopes that potential Contractors are utilizing real data to inform and support their proposed budgets.**

Question No.	RFP Section	Question
16	C.7.5	Can you give us actual definitions and performance measures now rather than after the contract has been awarded? And does maximizing Medicaid reimbursement refer to this contract or everything we do?

**DMH RESPONSE: On an Annual Basis the Contractor's performance shall be evaluated according to the following outcome categories.**

- Success in meeting needs identified by Consumer
- Linkages with families when appropriate
- Client and family satisfaction
- Timely and accurate submission of required data and reports
- Maximizing Medicaid reimbursement

**Maximizing Medicaid reimbursement as mentioned above refers to the exhausting all**

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<b>Medicaid reimbursement prior to utilizing the non-traditional services funding. Therefore, if service is Medicaid reimbursable, the Contractor shall bill the service to Medicaid, not this contract.</b>		
<b>Question No.</b>	<b>RFP Section</b>	<b>Correction</b>
17	M.3.3 "Technical Evaluation Factors "	Technical Evaluation Factors (90 Points) shall be changed to Technical Evaluation Factors (75 Points).

**NO FURTHER QUESTIONS SHALL BE ACCEPTED AS THEY RELATE TO THIS RFP.**

**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 Mental Health, Contracts and Procurement Administration (DMH/CPA), 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 DMH/CPA no later than the date and time for closing.

Failure to acknowledge receipt of Amendment Number One (1) for Solicitation Number **RM-09-RFP-072-BY4-VM** may be cause for rejection of any bid submitted in response to the subject RFQ.

Signed:   
 Samuel J. Feinberg, CPPO, CPPB  
 Director, Contracts and Procurement  
 Agency Chief Contracting Officer

Amendment Number One (1) is hereby acknowledged and is considered a part of the Offer for Solicitation Number **RM-09-RFP-072-BY4-VM**.

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

\_\_\_\_\_  
 Date

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

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 Print or Type Name of Offeror