

11/06/2014

TO: ALL POTENTIAL BIDDERS

FROM: H. Ryan Bolles  
DSCYF – Contract Administrator

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSALS (RFP) – CYF14-04 YRS Re-Entry and Aftercare Services

**RFP CYF14-04 Edits and Questions/Answers**  
**ADDENDUM #2**

The following language currently appears on page 4 of the RFP:

*“Intensive services and support should be available 24/7 for the youth and family for one year following discharge from residential placement, not to exceed the youth’s DYRS maximum discharge date.”*

The above language is being **REPLACED** with the following language which bidders are advised to review closely as it may greatly impact budget preparation and overall planning/staffing:

*“Intensive services and support should be available 24/7 for the youth and family for **a period based upon the specific needs of the individual youth/family determined on a case by case basis** following youth discharge from residential placement, not to exceed the youth’s DYRS maximum discharge date.”*

The inference from this edit is that DYRS is no longer mandating a one-year service period for every youth/family as every youth/family may not need it and/or a youth may age out of the DYRS system prior to one-year post placement discharge. The average service period for other re-entry services in the DYRS continuum is 4-6 months, but individual youth needs will likely vary.

The following is a list of questions and answers prepared for potential bidders:

1. Will providers be able to bill for services provided while the youth are still in placement? **Yes**
2. Can providers bill for family engagement while the youth is still in placement? **Yes**
3. When can the engagement process begin? **The Department generally begins re-entry planning upon placement. Re-entry/transitional support services should begin prior to the youth exiting Ferris School; however, the actual timing of service engagement will depend on program availability and youth’s expected length of placement at Ferris School.**
4. Are there any exclusionary criteria for participation? ( e.g. several mental health issues, sex offenders requiring specialized treatment services) **Youth who are in need of sex offender specific treatment would be excluded. Youth with a history of sex offense adjudications may be eligible if they have successfully completed recommended sex offender specific treatment.**

5. How does non-compliance by either student or parent affect the provider's performance review? **Parent or student non-compliance leading to unfavorable discharge from the service would be considered a negative provider outcome.**
6. Can we submit one set of budget documents if we are proposing to provide services in both target areas for the total funding of \$250,000? **DSCYF is requesting a separate budget per location however, if a bidder would like to demonstrate the financial advantage of awarding both service areas to one bidder that bidder can include a consolidated budget for demonstration purposes.**
7. Is it correct that we will submit a budget for 12 months for \$250,000, or a pro-rated budget from completion of contract negotiations through 6-30-2015? **For comparison purposes DSCYF is requesting a 12-month budget per service area bid.**
8. How long would it take to get to referral capacity upon signing of contract? **It is difficult to say with precision when the referral capacity will be met once the contract(s) is signed. However, DSCYF hopes the awarded programs will be up and running within a few weeks/months.**

All other terms and conditions remain the same.

If you have any questions, please contact H. Ryan Bolles at [herbert.bolles@state.de.us](mailto:herbert.bolles@state.de.us) or 302-633-2701