



*Delaware Health
And Social Services*

DIVISION OF MANAGEMENT SERVICES

PROCUREMENT

DATE: 03/29/2018

HSS-18-006

**TECHNICAL ASSISTANCE TO PRODUCE AN EFFECTIVE SUBSTANCE ABUSE TREATMENT SYSTEM
FOR
DIVISION OF SUBSTANCE ABUSE AND MENTAL HEALTH**

Date Due: 4/2/2017 By 11:00A.M. Local Time

ADDENDUM # 4 –QUESTIONS & ANSWERS

PLEASE NOTE:

THE ATTACHED SHEETS HEREBY BECOME A PART OF THE ABOVE MENTIONED RFP.

Kimberly Jones
Procurement Administrator

KAREN RECORDS
RFP COORDINATOR

REQUEST FOR PROPOSAL # HSS-18-006
TECHNICAL ASSISTANCE TO PRODUCE AN EFFECTIVE SUBSTANCE ABUSE TREATMENT SYSTEM
Addendum #4

• **QUESTION AND ANSWERS FOR ADDENDUM #4**

Questions and Answers

Section Number	Paragraph Number	Page Number	Text of Passage Being Questioned	Question	Answer from the State
Budget Form, HSS_1086T echasst_appC2 – Personnel Detail Worksheet-column E (% of time on project)	N/A	N/A	“(% of time on project)”	HSS_1086T echasst_appC2 – Personnel Detail Worksheet-column E (% of time on project) is locked and doesn’t populate when the other fields are completed. Was this intentional?	Please see Addendum 2 as budget workbook was removed.
RFP Section V, Contract Terms and Conditions, Subsection 8, General Contract Terms, Item m. Costs and Payment Schedules	1	23	“All contract costs must be as detailed specifically in the Vendor’s cost proposal. No charges other than as specified in the proposal shall be allowed without written consent of the State of Delaware. The proposal	Would this include the corporate tax of 8.7%? If so, where in HSS_1086T echasst_appC2 is the preferred section to include the dollars?	Yes. Please see addendum 2 as budget workbook was removed.

			costs shall include full compensation for all taxes that the selected vendor is required to pay.”		
RFP Appendix B, Scope of Services/Scope of Work,	Fourth bullet on page And Tenth bullet on page	46	“Develop and implement a set of quality metrics to help measure the COE success, including measuring clinical progress (retention) and receipt of supplementary services.” and “Improve the coordination of care through clinical information systems and data sharing... ”	Does the State envision that the Technical Assistance (TA) vendor will collect patient-level data from each of the OUD- COEs as part of its responsibilities? Will the TA vendor receive claims or other data from the Medicaid MCOs?	The Division will work with the awarded contractor regarding the development of reporting requirements with the understanding the Division has final say on reporting requirement decisions. The awarded contractor will assist awarded contractors under HSS-18-002 with data collection requirements.
RFP Appendix B, Scope of Services/Scope of Work, Reporting Requirements	First bullet on page	51	“Awarded contractor must submit monthly and final reporting requirements provided from DSAMH. These requirements include, but are not limited to:	We note that the State is planning to provide report templates later. To assist in data collection planning, could the State provide any anticipated data	The Division continues to work on the system redesign. The Division will work with the awarded contractor regarding the development of reporting requirements with the understanding the Division has final say on reporting requirement decisions

			<p>quality improvement processes, number of clients served, and successful referrals. Templates for all reports will be provided by DSAMH at a later time.”</p>	<p>elements for vendors related to the requested reports (or any reports required by SAMHSA):</p> <p>Quality improvement processes</p> <p>Number of clients served</p> <p>Successful referrals</p>	
RFP Appendix B, Scope of Services/Scope of Work, Reporting Requirements, Data Submission	N/A	52	<p>“Awarded Contractor submitting electronic data are required to use the state’s Secure File Transfer Protocol (SFTP) site.”</p>	<p>What data exchanges (if any) will be required between the State, the TA vendor, and the OUD-COEs?</p>	<p>None. The awarded contractors under HSS-18-002 will have their own electronic health records.</p>