



*Delaware Health  
And Social Services*

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**DIVISION OF MANAGEMENT SERVICES**

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PROCUREMENT

DATE: July 27, 2020

HSS 20 040

**COMPREHENSIVE BEHAVIORAL HEALTH SUPPORTIVE HOUSING SERVICES  
FOR  
DIVISION OF SUBSTANCE ABUSE AND MENTAL HEALTH**

Date Due: August 18th, 2020  
11:00AM

ADDENDUM # 2

Please Note:

THE ATTACHED SHEETS HEREBY BECOME A PART OF THE ABOVE-  
MENTIONED BID.

Responses to questions received by the deadline of July 8, 2020.

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## RFP HSS 20 040

### COMPREHENSIVE BEHAVIORAL HEALTH SUPPORTIVE HOUSING SERVICES

Questions received by the due date of July 28<sup>th</sup>, 2020

#### Questions from Bonfire:

1. **Q: Are current providers of Group Homes required to submit a proposal to maintain their existing Group Home programs?**

A: This RFP replaces all other RFPs advertised prior to 2019 for Group Homes and Sober Living Residences. All current providers with contracts for State Fiscal 20-21 are encouraged to apply for any future consideration of a contract award.

2. **Q: Current Group Home staffing guidelines have different staffing expectations for tier 3 vs tier 4 participants. Will DSAMH consider a review of the rate setting for 5-person group homes that does not have differing staffing patterns or rates for tier three and tier four individuals?**

A: Not at this time.

3. **Q: Page 2 of the RFP states that the deadline for the receipt of proposals in open and continuous submissions. It further states that the last date to submit is August 18, 2020. Can you clarify if this is going to be an open and continuous submission? Secondly, what is the time frame for reviews beyond the initial submission, if applicable?**

A: This RFP is an Open and Continuous RFP, with the first scheduled bid opening on August 18<sup>th</sup> by 11:00am. Bids will then be accepted on the 1st Wednesday of March, June, September, and December unless specifically noted in a subsequent addendum.

4. **Q: In Appendix B, page 52, the proposal states that “The RFP includes several housing types as described below. Any provider that proposes to house eight (8) or more individuals in a house setting must also comply with Title 29 Minimum Standards for Congregate living. As applicable, all housing types are required to comply with the Fair Housing Act and related Federal regulation.” Later in the proposal in Appendix B, page 91, the RFP states, “The Bidder must provide a Group Home for five (5) Persons with Mental Illness who are enrolled in the PROMISE program.” Can you clarify whether group homes can be larger than five individuals?**

A: Group Homes can have more than five individuals in the home. Group Home rates and service description can be found at <https://dhss.delaware.gov/dsamh/files/PROMISEManual.pdf>

5. **Q: In Appendix B.5, Group Homes, page 92, the RFP states “that at least 75% of staff members shall be Clinicians or Associate Clinicians and 25% shall be full-time Peer Specialists”. This is not listed in the staffing guidelines for Group Homes. Also, the Group Homes require 2 or 3 CNAs to be on staff that are listed on the guidelines but not referenced elsewhere in the Group Home description. Can you clarify the required Staffing pattern for Group Homes?**

A: The group home standards 5.3.1.3 states that 75% of group home staff should be clinicians or associate clinicians. There is no requirement that the remaining staff be peer specialists in the Delaware Code. The PROMISE manual did state this but there was no billing method for peers so this staffing pattern was never followed. The current group home staffing pattern can be found in the Appendix B Scope of Services in the group home contracts.

- 6. Q: In Appendix B.5, Group Homes, page 93, the RFP states “that all residents have a PROMISE Care Manager and a primary clinical treatment provider unless the Group Home provider has elected to provide clinical supports. Residents will also have an ICM or ACT team available 24 hours per day for psychiatric support. Other supports may be identified in an individual’s PROMISE Recovery Plan or by a clinical treatment provider. The full array of PROMISE menu services and all community services that are applicable may apply”. The current Group Home model provides the clinical treatment. An additional ACT or ICM team that is responsible for clinical services could create conflict. Can you please clarify the expectation of ACT or ICM involvement with individuals in the Group Home?**

A: Clients (beneficiaries) in a Group Home may not receive ICM/ACT. Group Home rates and service description can be found at <https://dhss.delaware.gov/dsamh/files/PROMISEManual.pdf>

#### **Questions from the Pre-Bid meeting**

- 7. Q: What is Ruthena’s contact information**

A: [Ruthena.Gbedema@delaware.gov](mailto:Ruthena.Gbedema@delaware.gov)

- 8. Q: Are there established reimbursement rates for supported vendors visions for living residents and supported apartments?**

A: There are currently no proposed rates at this time.

- 9. Q: If we were to create a group home with specialized population, would there be consideration for an enhanced rate? I’m looking for specifically for group homes, but I for guess for any of the services.**

A: Services subjected to a fee-for-service rate in the proposed scope of service are not eligible for an enhanced rate. All other proposed bids are subject to contract negotiation upon award.

- 10. Q: If we could create something that could accommodate that would there be a rate that could support it? (referring to question #9)**

A: No, not at this time.

- 11. Q: Will there be a rate determined before the proposals are due?**

A: Not at this time.

- 12. Q: Please give us an example of what a successful program would look like?**

A: Information surrounding the determination of a successfully awarded bidder can be found in the RFP, Section IV. Professional Services RFP Administrative Information, C. RFP Evaluation Process.

**13. Q: I'm not familiar with some of the housing types that you talked about. But I need to know from you, what housing type, what a successful housing program would look like?**

A: Information surrounding the determination of a successfully awarded bidder can be found in the RFP, Section IV. Professional Services RFP Administrative Information, C. RFP Evaluation Process.

**14. Q: Are you talking about us developing a housing program or working within an existing program?**

A: Bidders are encouraged to apply for all housing types identified in the scope of services as they deem appropriate.

**15. Q: This RFP will be to address supportive services for people already living in one of these housing types or to connect them to supportive services or to provide direct services to them?**

A: This RFP is requested for the direct provision of housing types identified in the Scope of Services.

**16. Q: Are you saying that the Safe Haven program that we currently operate, that would transition to something different or would the RFP change?**

A: This RFP replaces all other RFPs advertised prior to 2019 for Group Homes and Sober Living Residences. All current providers with contracts for State Fiscal 20-21 are encouraged to apply for any future consideration of a contract award.

**17. Q: Are we being asked for this RFP to be developed new housing type or (DSAMH: only the housing types will stay) ok, but new program?**

A: Bidders are encouraged to apply for all housing types identified in the scope of services that they deem appropriate.

**18. Q: We have a current group home contract; we need to submit a new proposal in order to keep those?**

A: This RFP replaces all other RFPs advertised prior to 2019 for Group Homes and Sober Living Residences. All current providers with contracts for State Fiscal 20-21 are encouraged to apply for any future consideration of a contract award.

**19. Q: For the existing provider, this will be a renewal for some providers?**

A: This will be a new RFP for all bidders.

**20. Q: If we have an existing program we have to respond to this RFP?**

A: Yes, this is a new RFP for all bidders.

**21. Q: For us (vendor), it would be like doing a renewal, but we're just doing a new RFP in place of the renewal?**

A: This RFP replaces all other RFPs advertised prior to 2019 for Group Homes and Sober Living Residences. All current providers with contracts for State Fiscal 20-21 are encouraged to apply for any future consideration of a contract award.

**22. Q: If we (vendor) have an existing program, what would this RFP be doing differently?**

A: Bidders are encouraged to apply for all housing types identified in the scope of services that they deem appropriate.

**23. Q: Would we (vendor) be adding additional services?**

A: Bidders are encouraged to apply for all housing types identified in the scope of services that they deem appropriate.

**24. Q: Is this what this RFP would pay for, it pays for the existing program but would be adding additional services?**

A: The services that this RFP covers are located in the Scope of services.