

REQUEST FOR PROPOSAL (RFP)

ADDENDUM #2

February 9, 2018

RFP Number: 10570

RFP Services: The Department of Juvenile Justice (Department or DJJ) is seeking a Respondent(s) for statewide services in each of the twenty (20) DJJ judicial circuits, for the provision of the following services:

- 1) Mental Health Evaluation and Treatment Services, or
- 2) Substance Abuse Evaluation and Treatment Services, or
- 3) Integrated Mental Health/Substance Abuse Evaluation and Treatment Services.

These services are for Department youth residing in the community. The Respondent shall provide any, or all, of the above services that shall include individual, group, and/or family therapy services based on the youth's diagnoses and symptoms, treatment needs, and strengths as identified through a diagnostic evaluation. The results of the diagnostic evaluation shall be used to determine the nature and complexity of the youth's mental disorder and/or substance related disorder. An Individualized Treatment Plan (ITP) shall be developed to guide the youth's individualized mental health and/or substance abuse treatment. An integrated Individualized Mental Health and Substance Abuse Treatment Plan shall be developed for youths with a co-occurring mental disorder and substance related disorder. Services as set forth in Attachment I to this RFP shall be available to youth residing in any of the twenty (20) DJJ judicial circuits as specified in this RFP. Referrals shall come from the Juvenile Probation Officer or other Departmental designee.

The Respondent shall provide services in locations convenient to the youth and family, including but not limited to: the Respondent's office(s), the youth's home/school, juvenile detention centers, hospitals, juvenile probation offices, juvenile assessment centers or community centers. In addition, the Respondent shall have a Respondent-owned or leased facility in the Circuit proposed where youth files shall be securely maintained. Services shall be provided to youth during traditional and non-traditional business hours, including weekends. The Respondent shall maintain an administrative office to receive Department referrals between the hours of 8:00 a.m. and 5:00 p.m., Eastern Time, Monday through Friday, excluding State holidays.

UNSPSC Codes: 85101500, 85101506, 92101701, 92101702, 93131700, 93131705, 93141500

Subject: This Addendum contains questions submitted by prospective Respondent's and the Department's revised answers; an updated Calendar of Events; updates to the solicitation language; revisions to Attachment B, Mandatory Requirements; revisions to Attachment B, Estimated Utilization/Funding; revision to Attachment B, Mailing Label date; revisions to Attachment B, Certification of Experience language to correct the reference; revisions to Attachment D; deletion and replacement of Attachment J, Price Sheet; revisions to Attachment O, Cross Reference Table; and a revised Exhibit 3.

Throughout the RFP, the term "therapy" was used. The term "therapy" is hereby stricken and replaced with "counseling" throughout the RFP.

Deletions are indicated by "~~strike through~~" or reference. Additions, updates or replacements are indicated by underline, reference or **highlighting**.

REFERENCE: Revised RFP 10570, pages 11-12, Attachment B, Section IV., A., Calendar of Events

REFERENCE: Revised RFP 10570, page 14, Attachment B, Section V., Mandatory Requirements

- REFERENCE:** Revised RFP 10570, pages 17-18, Attachment B, Section XIV., Estimated Utilization/Funding
- REFERENCE:** Revised RFP 10570, page 21, Attachment B, Section XX., I., Mailing Label
- REFERENCE:** Revised RFP 10570, page 23, Attachment C, Certification of Experience Addendum #1 incorrectly referenced the Certification of Experience as Attachment D. The correct Attachment title is Attachment C.
- REFERENCE:** Revised RFP 10570, pages 23-25, Attachment D, Evaluation Criteria
- REFERENCE:** Revised RFP 10570, pages 25-26, Attachment D, Staffing Qualifications, Licenses and Credential Documentation
- REFERENCE:** Revised RFP 10570, pages 29-31, Attachment J, Price Sheet
The previous Attachment J is stricken and replaced with a new REVISED Attachment J – Price Sheet. All references to Attachment J – Price Sheet are hereby stricken and replaced with REVISED Attachment J – Price Sheet.
- REFERENCE:** Revised RFP 10570, page 34, Attachment O, Cross Reference Table
Updated the Circuit Map website link
- REFERENCE:** Revised Exhibit 3

(Questions are presented in exact manner received.)

| Meridian – RECEIVED 12/21/2017 | |
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| Question #1 | Will the Department consider awards to the same agency to provide services in two different circuits? |
| Answer #1 | Yes. The RFP contemplates making awards by Circuit based on Department need. The Department reserves the right to award more than one Circuit to a Respondent. A Respondent interested in proposing services in more than one circuit must submit one REVISED Attachment J for each circuit for which it's proposing services. |
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| Question #2 | XVI, OPTIONS, states “The Department has the option to modify the resulting rate agreement, including adding, reducing, or deleting services during the Rate Agreement term.” Is there any procedure for a provider to appeal this action? |
| Answer #2 | Any such modification to the resulting Rate Agreement must be made using an amendment, and would be mutually agreed upon by both the Department and the awarded Respondent. This language allows the Department the option of adding/removing services without having to reprocore the services. |
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| Question #3 | XVI, OPTIONS, states “The Department has the option to modify the resulting rate agreement, including adding, reducing, or deleting services during the Rate Agreement term.” Does the Department also have the option to modify the agreed-upon rate for services after an agreement is established? |
| Answer #3 | Yes; however, per Florida Statute, the State cannot increase funding without a commensurate increase in the services being provided. |

| The Henry & Rilla White Youth Foundation, Inc. – RECEIVED 12/21/2017 | | | | | | | |
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| Question #4 | Is historical data about the number of evaluations needed available by region? | | | | | | |
| Answer #4 | <p>This answer has changed from Addendum 1.</p> <table border="1" style="margin-left: 20px;"> <thead> <tr> <th style="background-color: #c6e0b4;">North</th> <th style="background-color: #c6e0b4;">South</th> <th style="background-color: #c6e0b4;">Central</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">868</td> <td style="text-align: center;">195</td> <td style="text-align: center;">69</td> </tr> </tbody> </table> <p>*Based on FY 16-17 data available on youth evaluations. This only includes the contract numbers and circuits listed in the REVISED Exhibit 3.</p> | North | South | Central | 868 | 195 | 69 |
| North | South | Central | | | | | |
| 868 | 195 | 69 | | | | | |
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| Question #5 | Do applicants need to make provisions for beds for adolescents in the RFP? | | | | | | |
| Answer #5 | Residential inpatient services are an optional service. It is not required. Respondents can propose whatever services they are willing to offer. | | | | | | |
| Harmony Development Center – RECEIVED 12/22/2017 | | | | | | | |
| Question #6 | Regarding the Pricing Model contained in Attachment J of RFP #10570, can you more fully explain the methodology behind the weighted model? | | | | | | |
| Answer #6 | Prices are weighted to assist in determining an overall price, based on the deliverables that the Department feels will be utilized the most. The weighted price is for scoring purposes only. See pages 24-25, Attachment D, for further clarification on the calculation methodology for the REVISED Attachment J. | | | | | | |
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| Question #7 | Regarding the Pricing Model contained in Attachment J of RFP #10570, will a successful bidder ultimately be paid the full rate proposed per service? | | | | | | |
| Answer #7 | Yes. The rates proposed will be the final rates in the resulting rate agreement, if awarded. The Department reserves the right not to award contracts based solely upon proposed rates that exceed market rates. | | | | | | |
| Taylor County Recovery Center, Inc. – RECEIVED 12/28/2017 | | | | | | | |
| Question #8 | Realizing that the RFP is statewide, would the respondent be permitted to work in one specific county or would they be held to providing services throughout the entire state? | | | | | | |
| Answer #8 | Respondents should propose services by Circuit. The expectation is that Respondents could serve any youth in the Circuit. If youth come to your office, it is up to the youth and family to arrange transportation. If you only want to serve youth from a single county, you can designate that on your price sheet; however, the Department's preference would be to serve the entire Circuit. Awards will be made by Circuit. | | | | | | |
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| Children's Home Society of Florida – RECEIVED 12/28/2017 | | | | | | | |
| Question #9 | The Respondent must demonstrate two years experience within the last five years of providing mental health and/or substance abuse evaluation and treatment services. If our agency meets this requirement for mental health but not for substance abuse are we only eligible to apply to provide mental health services or could we apply to both? | | | | | | |

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| Answer #9 | You can apply for both types of services but you must ensure all licensing requirements for mental health services and substance abuse services specified in the RFP are met. The respondent's past experience in each type of service will be considered in evaluation of the respondent's proposal. |
| Question #10 | If our agency applies to provide both mental health and substance abuse services, would we only be evaluated on the integrated services or would we also be evaluated on the services separately., i.e. is it conceivable that reviewers would award a mental health contract to an agency who has applied to provide both services? |
| Answer #10 | Based on their response, all Respondents will be evaluated based on Attachment P, Evaluation Questions/Considerations. |
| Aspire Health Partners – RECEIVED 12/29/2017 | |
| Question #11 | Who are current providers in each circuit? |
| Answer #11 | Please see Exhibit 3 included with this Addendum. |
| Question #12 | Are there cap rates? |
| Answer #12 | There are capped rates for certain deliverables, as stated on the REVISED Attachment J, Price Sheet. Other rates are not capped. However, price points will be awarded as stated in Attachment D, section I., B., of the RFP, based on weighted scoring. |
| Question #13 | Where do youth get psychiatric services and/or medication if determined necessary? |
| Answer #13 | If a Provider determines a youth needs psychiatric services and/or medication, they should contact the Chief Probation Officer of the Circuit and the youth's Juvenile Probation Officer who will arrange for any necessary services to be provided via other resources. |
| Question #14 | How do referrals come/by whom? |
| Answer #14 | The Juvenile Probation Officer will make the referrals as set forth in the RFP. |
| Question #15 | What data currently exists for youth in each circuit? |
| Answer #15 | There is no specific data on Mental Health and/or Substance Abuse services for youth in each Circuit. Utilization varies throughout the state, and is not captured in our system. Providers submit youth census information, which may include youth name, JJID and type of service(s) received. Providers submit youth census information, which may include youth name and type of service(s) received. See link: http://www.djj.state.fl.us/partners/forms-library/-in-Subjects/Subjects/Contracting. If a Respondent is inquiring about actual data available for youth, please contact the Procurement Manager with your specific requests, as some youth data is confidential. |

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| Question #16 | How does this differ from TASC? |
| Answer #16 | These services will be as prescribed in the RFP for Department youth referred by the Department. TASC services are provided in accordance with Florida Department of Children and Families agreements using their funds. If a Respondent is awarded a Department contract and is also a TASC Provider, any youth eligible for TASC dollars should be served according to the TASC agreement. |
| Question #17 | Who determines number of hours/sessions allowed for youth? |
| Answer #17 | Each youth referred should receive an evaluation as specified in the RFP, which the Respondent will use to develop a treatment plan. Services shall be in accordance with the youth's treatment plan. |
| Question #18 | Is there a pre-authorization required? |
| Answer #18 | There is no pre-authorization form required. See Attachment I, section II., C., Youth Determination and Referral, on page 43 44 of the RFP. |
| Question #19 | Is telehealth acceptable for sessions? |
| Answer #19 | The Department may consider telehealth in the future, as we are exploring those options internally at this time; however, it is not considered allowable for this RFP. Sessions shall be face-to-face. |
| Question #20 | What if a client has transportation needs? Is there funding available? |
| Answer #20 | Transportation is the responsibility of the youth. If there are transportation problems, the youth's JPO should be notified and will attempt to work something out to ensure the youth keeps their appointments. |
| Question #21 | Indirect, benefits, supervision, staff mileage, etc. does this have to be rolled into the rate or are there other line items to cover? |
| Answer #21 | The rate agreements resulting from this RFP will establish a unit rate for each deliverable offered to the Department. All costs of the Respondent shall be rolled into the rates proposed. There are no other means of compensation. In addition, utilization varies throughout the state and there is no guarantee that a Respondent will receive referrals. |
| Question #22 | What happens with no-shows, how is staff time compensated? |
| Answer #22 | No-shows cannot be paid for, per the requirements of the Department of Financial Services. Consideration for that should be considered when proposing rates for deliverables. |
| Question #23 | What is the budget allocation per circuit? |

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| Answer #23 | There is no budget allocation per Circuit. The Department is establishing rate agreements and will fund these agreements as needed based on utilization. See Attachment B, Section XIV., Estimated Utilization/Funding. |
| Question #24 | What is the budget allocation for all 20 circuits? |
| Answer #24 | See answer # 23. |
| Ocala Consulting & Prevention, LLC – RECEIVED 12/30/2017 | |
| Question #25 | Attachment J – (Price Sheet) – The youth monthly progress report is marked at \$5.00 per month....and the proposed rate is blacked out for Respondent. Is this the set rate of reimbursement per report per month? |
| Answer #25 | Yes. That is a fixed rate the Department will pay for the youth’s monthly progress report. |
| Question #26 | Attachment J- (Price Sheet)- Drug Testing category states “1 each”. Will the department only reimburse for one UDS per youth for the entirety of their counseling program? It is typical that my agency screens youth at least 2 times per month. Will the agency be reimbursed for each screen or only one? |
| Answer #26 | No. That is the rate for one Drug Screening Test. The Respondent will be reimbursed for each drug screening and the youth should be screened as set forth in the Individualized Treatment Plan. |
| Bridgeway Center, Inc. – RECEIVED 1/2/2018 | |
| Question #27 | Does this RFP require the provider to provide services throughout the entire state or could services be provided in only a single circuit? |
| Answer #27 | The Respondent can propose rates for a single Circuit. Please indicate the Circuit on the revised REVISED Attachment J, included in the revised RFP document. |
| Aspire Health Partners – RECEIVED 1/3/2018 | |
| Question #28 | If a provider has a current rate agreement do they still have to apply through this process? |
| Answer #28 | Yes. All current Mental Health and/or Substance Abuse contracts listed on Exhibit 3 will be terminated on June 30, 2018, or not renewed. Every entity listed in the exhibit is highly encouraged to respond to the RFP. |
| Question #29 | Are current rate agreements not going to be renewed (i.e. expiration date 6/30/18)? |
| Answer #29 | See answer to # 28. |

| Question #30 | If providers that have existing rate agreements have to apply what is the thought process behind requiring the extensive RFP process since this was not required for initial rate agreements? | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Answer #30 | The Department has made the decision to be as competitive as possible when awarding contracts; therefore, the Department issued this RFP. Through the RFP we are standardizing the contracts and the process to the extent possible. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| The Henry & Rilla White Youth Foundation, Inc. – RECEIVED 1/3/2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Question #31 | The RFP seems to state that submission of the RFP is allowable through notebooks or electronic versions. Please clarify if that is an accurate interpretation. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Answer #31 | Yes. Hard copies will include a CD-ROM. Electronic copies only include a CD-ROM. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Question #32 | IF electronic version for the RFP is allowable is it necessary to be saved on a CD-ROM or is a flash drive acceptable? | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Answer #32 | It must be a CD-ROM. Department policy will not allow us to insert flash drives from outside of the agency into our computers. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Question #33 | Does the department have an estimate by circuit of funds spent for community based youth evaluations, individual, group, and family therapy in the past? | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Answer #33 | <p>This answer has changed from Addendum 1.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th><u>Circuit</u></th> <th><u>Costs, Group MH/SA Sessions</u></th> <th><u>Costs, Individual MH/SA Sessions</u></th> <th><u>Costs, Family MH/SA Sessions</u></th> <th><u>Costs, Youth Evaluations</u></th> <th><u>Total, Per Circuit</u></th> </tr> </thead> <tbody> <tr> <td>Circuit 3</td> <td>\$0.00</td> <td>\$33,110.00</td> <td>\$0.00</td> <td>\$8,200.00</td> <td>\$41,310.00</td> </tr> <tr> <td>Circuit 4</td> <td>\$14,640.00</td> <td>\$174,000.00</td> <td>\$61,750.00</td> <td>\$35,820.00</td> <td>\$286,210.00</td> </tr> <tr> <td>Circuit 6</td> <td>\$0.00</td> <td>\$55,195.00</td> <td>\$14,270.00</td> <td>\$8,250.00</td> <td>\$77,715.00</td> </tr> <tr> <td>Circuit 7</td> <td>\$0.00</td> <td>\$92,250.00</td> <td>\$50,050.00</td> <td>\$24,840.00</td> <td>\$167,140.00</td> </tr> <tr> <td>Circuit 8</td> <td>\$32,000.00</td> <td>\$44,550.00</td> <td>\$5,550.00</td> <td>\$19,050.00</td> <td>\$101,150.00</td> </tr> <tr> <td>Circuit 10</td> <td>\$0.00</td> <td>\$11,050.00</td> <td>\$1,890.00</td> <td>\$3,480.00</td> <td>\$16,420.00</td> </tr> <tr> <td>Circuit 11</td> <td>\$3,900.00</td> <td>\$86,760.00</td> <td>\$46,320.00</td> <td>\$122,840.64</td> <td>\$259,820.64</td> </tr> <tr> <td>TOTALS</td> <td>\$50,540.00</td> <td>\$496,915.00</td> <td>\$179,830.00</td> <td>\$222,480.64</td> <td>\$949,765.64</td> </tr> </tbody> </table> <p>*Based on FY 16-17 actual expenditure data available on youth evaluations and sessions (includes both mental health (MH) and substance abuse (SA) services). This only includes the contract numbers and circuits listed in REVISED Exhibit 3. These costs do not include initial treatment plan development, monthly treatment plan reviews or monthly progress reports.</p> | <u>Circuit</u> | <u>Costs, Group MH/SA Sessions</u> | <u>Costs, Individual MH/SA Sessions</u> | <u>Costs, Family MH/SA Sessions</u> | <u>Costs, Youth Evaluations</u> | <u>Total, Per Circuit</u> | Circuit 3 | \$0.00 | \$33,110.00 | \$0.00 | \$8,200.00 | \$41,310.00 | Circuit 4 | \$14,640.00 | \$174,000.00 | \$61,750.00 | \$35,820.00 | \$286,210.00 | Circuit 6 | \$0.00 | \$55,195.00 | \$14,270.00 | \$8,250.00 | \$77,715.00 | Circuit 7 | \$0.00 | \$92,250.00 | \$50,050.00 | \$24,840.00 | \$167,140.00 | Circuit 8 | \$32,000.00 | \$44,550.00 | \$5,550.00 | \$19,050.00 | \$101,150.00 | Circuit 10 | \$0.00 | \$11,050.00 | \$1,890.00 | \$3,480.00 | \$16,420.00 | Circuit 11 | \$3,900.00 | \$86,760.00 | \$46,320.00 | \$122,840.64 | \$259,820.64 | TOTALS | \$50,540.00 | \$496,915.00 | \$179,830.00 | \$222,480.64 | \$949,765.64 |
| <u>Circuit</u> | <u>Costs, Group MH/SA Sessions</u> | <u>Costs, Individual MH/SA Sessions</u> | <u>Costs, Family MH/SA Sessions</u> | <u>Costs, Youth Evaluations</u> | <u>Total, Per Circuit</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Circuit 3 | \$0.00 | \$33,110.00 | \$0.00 | \$8,200.00 | \$41,310.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Circuit 4 | \$14,640.00 | \$174,000.00 | \$61,750.00 | \$35,820.00 | \$286,210.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Circuit 6 | \$0.00 | \$55,195.00 | \$14,270.00 | \$8,250.00 | \$77,715.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Circuit 7 | \$0.00 | \$92,250.00 | \$50,050.00 | \$24,840.00 | \$167,140.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Circuit 8 | \$32,000.00 | \$44,550.00 | \$5,550.00 | \$19,050.00 | \$101,150.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Circuit 10 | \$0.00 | \$11,050.00 | \$1,890.00 | \$3,480.00 | \$16,420.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Circuit 11 | \$3,900.00 | \$86,760.00 | \$46,320.00 | \$122,840.64 | \$259,820.64 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TOTALS | \$50,540.00 | \$496,915.00 | \$179,830.00 | \$222,480.64 | \$949,765.64 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Question #34 | Does the department have a preferred model for services based on previous experiences? | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Answer #34 | No. The Department does not have a preferred model. The Respondent should utilize evidence-based mental health curriculums and evidence-based substance abuse curriculums based on the needs of the youth. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| Question #35 | Does the department have a recommendation on a preferred curriculum that has been successfully used in the past? |
| Answer #35 | No. The Department does not have a recommendation. See answer #34. |
| Question #36 | Does the department require the provider, if awarded, to submit reports such as the following by paper or will an electronic versions be allowable? Invoice to Contract Manager Youth Census report to Contract Manager Youth Progress Report to Youth JPO Youth Status Report to Youth JPO |
| Answer #36 | Reports to the Department Contract Manager can be electronic and reports to the JPO can also be electronically sent, either automated or scanned. |
| Question #37 | Would the department consider allowable documentation through access to the provider Electronic Health Records (with appropriate precautions, HIPPI, encrypted, etc.)? |
| Answer #37 | Yes. This would be acceptable if the Respondent can provide any documentation the Department may request in a confidential manner. However, reports must be furnished to the Department via electronic or hard copy format, as specified in Answer # 36. |
| Bridgeway Center, Inc. – RECEIVED 1/4/2018 | |
| Question #38 | Does the RFP require that services be provided in each county within a Circuit? |
| Answer #38 | See answer # 8. |
| Question #39 | Can a provider submit a proposal to serve a single county within a four county circuit? |
| Answer #39 | See answer # 8. Submit your proposal and specify the county. On REVISED Attachment J, be sure to specify the Circuit. Awards will be by Circuit. |
| Question #40 | Will a submission to serve a single county diminish the chances of being awarded a contract? |
| Answer #40 | See answers to questions # 8 and # 39. Please submit a proposal and indicate if you will only serve a single county. Based on their response, all Respondents will be evaluated based on Attachment P, Evaluation Questions/Considerations. |
| Question #41 | Has a standard rate been set by DJJ for each of these services? |
| Answer #41 | See answer # 12. Some deliverables have an established standard rate, and others do not. |
| Question #42 | Does the RFP require the submitter to propose their own rates for services? |

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| Answer #42 | Yes. The Respondent shall submit their own proposed rates on REVISED Attachment J, Price Sheet, except where the rates are established by the Department. |
| Question #43 | Is there a maximum contract amount for each circuit? |
| Answer #43 | See answer #23. See Attachment B, Section XIV., Estimated Utilization/Funding. |
| Question #44 | What is the difference between the RFP services and the services currently being provided to DJJ clients in the DCF funded Treatment Alternatives for Safer Communities (TASC) Program? |
| Answer #44 | See answer # 16. TASC funded requirements may be different than the requirements of the RFP. |
| Question #45 | Can youth being served through TASC also receive services through this contract? |
| Answer #45 | See answer # 16. Youth eligible for TASC funded services should be served by TASC funds according to those requirements, unless there are specific needs not met under TASC, and then a Department referred youth may be served under this contract. |
| Question #46 | Does the RFP require the submitter to agree with the state rates or can we propose our own rates for services? |
| Answer #46 | See answer # 42. |
| Question #47 | Does the RFP require that direct care services be provided in each county within a Circuit? |
| Answer #47 | The RFP requires that services be available to all Department referred youth within the Circuit that can arrange transportation to the Provider's location. Transportation should be worked out with the youth's referring Juvenile Probation Officer. |
| Question #48 | Does the RFP include case management and referral services? |
| Answer #48 | Case Management is an integral part of the service delivery and referral to other community Providers shall be coordinated with the youth's JPO. Clinical Case Management is found in the REVISED Attachment J, as well as throughout the RFP. Attachments B, O, P, as well as Attachment I, section II., C., Youth Determination and Referral discuss the referral process. |
| Sequel Youth and Family Services – RECEIVED 1/4/2018 | |
| Question #49 | What agencies currently hold this contract in each DJJ Judicial Circuit? |
| Answer #49 | Please see Exhibit 3. |
| Question #50 | What are the current rates are for the agencies who currently hold this contract? |

Answer #50 Please see Exhibit 4.

Question #51 What are the historical and future estimated volume of referrals within each of the 20 DJJ Judicial Circuits?

Answer #51

This answer has changed from Addendum 1.

The Department does not have a future estimated volume of referrals.

| <u>Circuit</u> | <u># of Group MH/SA Sessions</u> | <u># of Individual MH/SA Sessions</u> | <u># of Family MH/SA Sessions</u> | <u># of Youth Evaluations</u> |
|-------------------|----------------------------------|---------------------------------------|-----------------------------------|-------------------------------|
| <u>Circuit 3</u> | <u>0</u> | <u>473</u> | <u>0</u> | <u>82</u> |
| <u>Circuit 4</u> | <u>366</u> | <u>2315</u> | <u>1235</u> | <u>383</u> |
| <u>Circuit 5</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| <u>Circuit 6</u> | <u>0</u> | <u>682</u> | <u>170</u> | <u>55</u> |
| <u>Circuit 7</u> | <u>0</u> | <u>1230</u> | <u>1001</u> | <u>276</u> |
| <u>Circuit 8</u> | <u>160</u> | <u>594</u> | <u>74</u> | <u>127</u> |
| <u>Circuit 10</u> | <u>0</u> | <u>130</u> | <u>21</u> | <u>14</u> |
| <u>Circuit 11</u> | <u>39</u> | <u>1446</u> | <u>772</u> | <u>195</u> |
| TOTALS | 565 | 6870 | 3273 | 1132 |

***Based on FY 16-17 data available on youth evaluations and sessions (includes both mental health (MH) and substance abuse (SA) services). This only includes the contract numbers and circuits listed in REVISED Exhibit 3. This data does not include treatment plan services or monthly progress reports.**

Question #52 What is the expected volume of referrals for the following services:

- a. Mental Health Mental Health Individual Therapy per sixty (60) minute session
- b. Mental Health Family Therapy per sixty (60) minute session
- c. Mental Health Group Therapy per sixty (60) minute session (not to exceed ten youth per group)
- d. Drug Testing/Urinalysis
- e. Residential Mental Health Inpatient Bed
- f. Residential Substance Abuse Inpatient Bed

Answer #52 Please see answer # 51. **The Department does not have a future estimated volume of referrals.**

Question #53 What is the average service duration for youth referred for services?

Answer #53 The Department does not have this information.

Question #54 For programs where the Respondent has not secured the physical property for the intended services, is there a time frame in which the site location and license must be established?

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| Answer #54 | This procurement is to establish one or more rate agreements in each Circuit. It is expected that a Respondent awarded a rate agreement could provide services upon referral which can occur any time after the estimated start date of July 1, 2018, or upon execution of the rate agreement, whichever is later. There is no guarantee of referrals and a Respondent could defer acceptance of referrals until a location is secured. |
| Question #55 | Will the Department consider a contract start date later than July 2018 in order to allow time for a facility to be secured, prepared and licensed appropriately for this contract? |
| Answer #55 | Please note the changes in the RFP. This RFP is not for a program, but for services only upon referral to the Respondent. There is no guarantee of referrals. If a Respondent is awarded a rate agreement and desires to execute a rate agreement with a start date later than July 1, 2018, that should be discussed upon notice of award. |
| Question #56 | In the Attachment J, Price Sheet (page 29) Drug Testing/Urinalysis, Residential Mental Health Inpatient Bed, Residential Substance Abuse Inpatient Bed are listed as service types. However, these services are not listed in Attachment I, Section IV. Deliverables (pg. 54). Will the Department please confirm if the services in question are available within this contract, and if so, provide a description of such, alike to what is provided in Attachment I? |
| Answer #56 | These are optional services and if offered by a successful Respondent, will be added to the resulting rate agreement. We do not specify requirements for those services. Drug Testing/Urinalysis is done by industry standard depending on the request. Inpatient Residential Bed requirements are determined by the Inpatient facility. |
| The ITM Group – RECEIVED 1/4/2018 | |
| Question #57 | What is the intended expectation of the in-home services provision mentioned in the RFP? |
| Answer #57 | Services provided in-home are the same as other services requested by this RFP, except for the provision in the youth's home environment. Please see the revision to the Limits on Youth to be Served, included in the addendum to the RFP, which requires a request for approval of continued services beyond a twelve-month period. |
| Daniel Kids – RECEIVED 1/4/2018 | |
| Question #58 | The submittal instructions on page 15 of 58 of the RFP imply that respondents can submit via hard copy (VI. C.) <u>or</u> electronically (VI.D). Is this accurate or is section VI. D. meant to be a subset of VI. C. 3? Also, is it permissible to submit a flash drive instead of a CD-ROM? |
| Answer #58 | Hard copies will include a CD-ROM. Electronic copies only include a CD-ROM. It must be a CD-ROM. Department policy will not allow us to insert flash drives from outside of the agency into our computers. See answer # 32. |
| Directions for Living – RECEIVED 1/4/2018 | |
| Question #59 | Page 15 requires proposals to be submitted on a CD-ROM that contains the complete proposal (Volumes 1 and 2) saved in Microsoft Word, Excel, and/or PowerPoint. |

| | a. Can we use a USB thumb drive instead of a CD rom? Most of the agency's computers do not have a cd port. | | | | | | | | | | | | | | | | | | | | |
|-------------------|--|----------------|-------------------|------------------|-----------|------------------|------------|------------------|----------|------------------|-----------|------------------|------------|------------------|------------|-------------------|-----------|-------------------|------------|--------------|-------------|
| Answer #59 | Please see answer #32. | | | | | | | | | | | | | | | | | | | | |
| Question #60 | Is billing Medicaid a requirement of this solicitation? | | | | | | | | | | | | | | | | | | | | |
| Answer #60 | No. Medicaid billing is not a requirement of this RFP. If a successful Respondent is a Medicaid Provider and will elect to bill Medicaid for eligible Medicaid youth, the Department may be able to pay a lesser charged fee, making up the difference. This should be discussed upon award of the resulting rate agreement with the Procurement Manager and Probation Program Office. Billing Medicaid is preferred by the Department but optional for successful Respondents. | | | | | | | | | | | | | | | | | | | | |
| Question #61 | Who are the current providers are these services? | | | | | | | | | | | | | | | | | | | | |
| Answer #61 | Please see Exhibit 3. | | | | | | | | | | | | | | | | | | | | |
| Question #62 | What are the current rates in each circuit for the providers currently doing these services? | | | | | | | | | | | | | | | | | | | | |
| Answer #62 | Please see Exhibit 4. | | | | | | | | | | | | | | | | | | | | |
| Question #63 | How many children were served per judicial circuit last fiscal year? a. How many are projected to be served this year in each judicial circuit? b. How many youth are currently on probation in each judicial circuit? | | | | | | | | | | | | | | | | | | | | |
| Answer #63 | <p>This answer has changed from Addendum 1.</p> <table border="1"> <thead> <tr> <th>Circuit</th> <th># of Youth</th> </tr> </thead> <tbody> <tr> <td><u>Circuit 3</u></td> <td><u>82</u></td> </tr> <tr> <td><u>Circuit 4</u></td> <td><u>383</u></td> </tr> <tr> <td><u>Circuit 5</u></td> <td><u>0</u></td> </tr> <tr> <td><u>Circuit 6</u></td> <td><u>55</u></td> </tr> <tr> <td><u>Circuit 7</u></td> <td><u>276</u></td> </tr> <tr> <td><u>Circuit 8</u></td> <td><u>127</u></td> </tr> <tr> <td><u>Circuit 10</u></td> <td><u>14</u></td> </tr> <tr> <td><u>Circuit 11</u></td> <td><u>195</u></td> </tr> <tr> <td>TOTAL</td> <td>1132</td> </tr> </tbody> </table> <p>*Based on FY 16-17 data available on youth evaluations. This only includes the contract numbers and circuits listed in REVISED Exhibit 3.</p> <p>a. The Department does not have this information. b. See Exhibit 5.</p> | Circuit | # of Youth | <u>Circuit 3</u> | <u>82</u> | <u>Circuit 4</u> | <u>383</u> | <u>Circuit 5</u> | <u>0</u> | <u>Circuit 6</u> | <u>55</u> | <u>Circuit 7</u> | <u>276</u> | <u>Circuit 8</u> | <u>127</u> | <u>Circuit 10</u> | <u>14</u> | <u>Circuit 11</u> | <u>195</u> | TOTAL | 1132 |
| Circuit | # of Youth | | | | | | | | | | | | | | | | | | | | |
| <u>Circuit 3</u> | <u>82</u> | | | | | | | | | | | | | | | | | | | | |
| <u>Circuit 4</u> | <u>383</u> | | | | | | | | | | | | | | | | | | | | |
| <u>Circuit 5</u> | <u>0</u> | | | | | | | | | | | | | | | | | | | | |
| <u>Circuit 6</u> | <u>55</u> | | | | | | | | | | | | | | | | | | | | |
| <u>Circuit 7</u> | <u>276</u> | | | | | | | | | | | | | | | | | | | | |
| <u>Circuit 8</u> | <u>127</u> | | | | | | | | | | | | | | | | | | | | |
| <u>Circuit 10</u> | <u>14</u> | | | | | | | | | | | | | | | | | | | | |
| <u>Circuit 11</u> | <u>195</u> | | | | | | | | | | | | | | | | | | | | |
| TOTAL | 1132 | | | | | | | | | | | | | | | | | | | | |
| Question #64 | Can we propose rates that include travel and no shows? | | | | | | | | | | | | | | | | | | | | |
| Answer #64 | The Respondent shall propose rates that capture, or cover, all estimated costs. The rates proposed for services by the Respondent shall be the only rates paid for each deliverable. | | | | | | | | | | | | | | | | | | | | |

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| Question #65 | If a youth is Medicaid eligible, and the provider can bill Medicaid, can DJJ be charged the contractual difference between the Medicaid rate and our proposed DJJ rate since Medicaid rates do not include specific expenses, such as no-shows, travel, coordination of care, etc. that will be required (and a significant cost) of this population? |
| Answer #65 | See answer # 60. However, the Department cannot pay for no-shows regardless of payment stream (see answer #22). All other costs shall be captured in rates proposed by the Respondent as indicated in question answer # 64. |
| Question #66 | Due to start-up costs, can the provider be reimbursed a monthly allowance for the first 2 months to assist in covering personnel costs which would be reconciled against the actual services delivered? |
| Answer #66 | No. This procurement is to establish rate agreements with various Respondents statewide so the Department may refer youth for services on an as needed basis. The Department will not provide start-up funding. There is no guarantee of referrals or that services will materialize for the successful Respondent. |
| Question #67 | Are there specific requirements regarding the drug testing/urinalysis, specifically are presumptive field tests permitted? |
| Answer #67 | Presumptive drug testing is permissible. However, confirmatory drug testing should be available when necessary to address clinical concerns. |
| Question #68 | Is there a maximum number of drug tests allowed per youth? |
| Answer #68 | Drug Tests shall be administered in accordance with the youth's treatment plan. |
| Question #69 | Can services be county specific or does it have to be for the entire circuit? |
| Answer #69 | See answer # 8. |
| Question #70 | If we want to apply for multiple circuits, can we submit one application with multiple Price Sheets? |
| Answer #70 | Yes. |

Return of this Addendum is not mandatory; however, the Respondent is responsible for its contents and is requested to sign and submit this Addendum with its response to the RFP.

Protests must be filed with the General Counsel's Office, Department of Juvenile Justice, 2737 Centerview Drive, Tallahassee, Florida 32399-3100, within the time prescribed in section 120.57(3), Florida Statutes, and chapter 28-110, Florida Administrative Code. Notices delivered by hand delivery or delivery service shall be to the Agency Clerk, Office of the General Counsel, Florida Department of Juvenile Justice, 2737 Centerview Drive, Tallahassee, Florida 32399-3100, with a copy to the Department's Procurement Manager responsible for this solicitation.

Failure to file a protest within the time prescribed in section 120.57 (3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond, shall constitute a waiver of proceedings

under chapter 120, Florida Statutes. Written notices, formal requests and proceedings must conform to the requirements set forth in chapter 28-110, Florida Administrative Code.

Any person who files an action protesting a decision or intended decision pertaining to contracts administered by the department or agency pursuant to section 120.57(3), Florida Statutes, shall post with the department or the agency at the time of filing the formal written protest a bond payable to the department or agency in an amount equal to 1 percent (1%) of the estimated contract amount. The estimated contract amount shall be based upon the contract price submitted by the protestor or, if no contract price was submitted, the department or agency shall estimate the contract amount based on factors including, but not limited to, the price of previous or existing contracts for similar commodities or contractual services, the amount appropriated by the Legislature for the contract, or the fair market value of similar commodities or contractual services. The agency shall provide the estimated contract amount to the Respondent within seventy-two (72) hours, excluding Saturdays, Sundays, and state holidays, after the filing of the notice of protest by the Respondent. The estimated contract amount is not subject to protest pursuant to section 120.57(3), Florida Statutes. The bond shall be conditioned upon the payment of all costs and charges that are adjudged against the protestor in the administrative hearing in which the action is brought and in any subsequent appellate court proceeding. In lieu of a bond, the department or agency may, in either case, accept a cashier's check, official bank check, or money order in the amount of the bond. If, after completion of the administrative hearing process and any appellate court proceedings, the department or agency prevails, it shall recover all costs and charges which shall be included in the final order or judgment, excluding attorney's fees. This section shall not apply to protests filed by the Office of Supplier Diversity. Upon payment of such costs and charges by the protestor, the bond, cashier's check, official bank check, or money order shall be returned to the protestor. If, after the completion of the administrative hearing process and any appellate court proceedings, the protestor prevails, it shall recover all costs and charges which shall be included in the final order or judgment, excluding attorney's fees.

SIGNED BY: _____

NAME: _____

COMPANY: _____

TITLE: _____

DATE: _____