

## Request for Proposal (RFP)

### Florida Assertive Community Treatment (FACT) Team Services in Collier County Questions & Answers

RFP#: 181905FACT

1. Looks like this is slightly off-cycle, with a starting date of June 1. Wondering if you can share if the current provider is dropping the contract or if it is just being opened up for new bid? If they are dropping contract, will they be staying active with clients fully until the transition to a new provider for coverage of June 1st?

**The current provider has given notice to CFBHN that they are relinquishing the Collier team. CFBHN's policy dictates that we procure the services. The current provider has agreed to work with whoever is awarded the funds to transition clients during the month of June.**

2. Section 1.3: Does the 2nd paragraph of this section apply if there is one agency that submits a mandatory written notice of intent to participate on or before 5 p.m. on March 15 or does apply only if there is a single response received to the RFP on the April 8 submission date?

**The statement applies to the RFP Responses received on the April 8<sup>th</sup> submission date.**

3. Section 1.4:

- a. What is the total amount of the 13 month contract? **CFBHN has \$24,000 in Carry Forward funds for a 1 month Cost Reimbursement startup. The remaining 12 months would be paid out as identified in the RFP and below.**

- i. What is the 13 month amount for FACT Team Services?  
**12 months: \$1,010,944**
- ii. What is the 13 month amount for Incidental Expenditures?  
**12 months: \$209,477**

- b. What is the current census of the Collier FACT Team  
**The census is 98 as of March 9, 2019.**

- c. Is the period June 1, 2019 – June 30, 2019 a transitional period when both the old provider and the successful applicant will be funded?  
**Yes.**

4. Section 2.2: What is the date that the successful applicant will assume control of the team? RFP section 2.2 indicates July 1, 2019.

**Consumers will begin transitioning in June. All are expected to be under the management of the new provider by July 1, 2019.**



5. Section 2.5: Please clarify the following performance measure: “Average annual days work for pay for adults with severe and persistent mental illness: 40.” Please provide a formula that describes this measure.

**Guidance 24 - Performance Manual defines how Outcome Measures are calculated. The algorithm has been copied below:**

❖ **Average annual days worked for pay for adults with a serious and persistent mental illness**

- Target population is SPMI
- Received any of the following services:
  - 02 – Case Management
  - 06 – Day Treatment
  - 08 – In-Home and On-Site
  - 10 – Intensive Case Management
  - 12 – Medical Services
  - 14 – Outpatient-Individual
  - 18 – Residential Level 1
  - 19 – Residential Level 2
  - 20 – Residential Level 3
  - 21 – Residential Level 4
  - 25 – Supported Employment
  - 26 – Supported Housing/Living
  - 35 – Outpatient-Group
  - 36 – Room & Board with Supervision Level I
  - 37 – Room & Board with Supervision Level II
  - 38 – Room & Board with Supervision Level III
  - 40 – Mental Health Clubhouse Service
  - 44 – MH Comprehensive Community SVC Team-Individual
  - 45 – MH Comprehensive Community SVC Team-Group
  - 46 - Recovery Support - Individual
  - 47 - Recovery Support - Group
- Ages 18 to 62
- Most recent evaluation is periodic or discharge
- Adults who are retired or not in the labor force (students, persons with disabilities, homemakers and on leave of absence from a job) are not included in the denominator. Persons served who died, were incarcerated, referred outside of the agency and did not complete episode of care or discharged for other reasons not elsewhere captured are excluded.
- Employment status is one of the following at any time during the review period:
  - 10 – Active military, overseas
  - 20 – Active military, USA
  - 30 – Full Time

- **31 – Unpaid Family Workers (minimum of 15 hours worked for family business)**
  - **40 – Part Time**
  - **70 – Unemployed**
  - **Calculation**
    - **Select the most recent periodic or discharge evaluation for each person served during the specified time period.**
    - **Multiply days worked by 12.1667 to get the annual average days worked.**
- a. Does this include volunteer work?  
**No.**
- b. Does this include attending educational courses that support a GED, high school diploma, professional certificate or college credit?  
**It does not include volunteer work or educational courses of any kind.**
6. Section 3.2: Please clarify whether a currently contracted provider under CFBHN must submit a completed financial risk assessment. Section 3.2 says a currently contracted provider does not need to submit a completed financial risk assessment, however Appendix X1 indicates that the financial risk assessment is a required section with up to 30 points awarded.  
**No, they do not.**
7. Sub-Sections 3.4.3.1 through 3.4.3.5: Are there any page limitations on responses to these sub-sections?  
**No, there are no page limits.**
8. Appendix II – is an agency required to submit these documents if already a contracted CFBHN provider?  
**No, CFBHN will validate any applications received to ensure that the Required Documents Checklist is complete. If vendor has already submitted the required documents, they should note this on the checklist.**