



Anne Arundel County Mental Health Agency, Inc

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In-Home Intervention Program – Children Anne Arundel and Prince George’s County Questions and Answers on RFP August 26, 2020

1. For the electronic copy, what type of electronic copy is required? USB, via email? Please clarify.

An electronic copy of all responses via email or on a USB flash drive is acceptable.

2. Technical proposal requirements speak of 12-point font and not to exceed 10 pages. Does this include double-spaced narratives?

Please refer to the RFP document.

3. Any MBE/SBE requirements for this RFP?

No, there are no MBE or SBE requirements for this RFP.

4. What are your debriefing and protest regulations for this RFP?

Requests for debriefing and/or protests must be received within 7 days of the award of contract.

5. Is there a budget for this RFP and FY21 IHIP-C? If so, what is the total dollar amount?

Please refer to Section VIII of the RFP.

6. If start-up cost is not included in the offeror's submitted financial proposal, will the offeror's proposal be deemed as non-responsive or have a percentage deducted during evaluation?

Please include a separate budget for startup costs, as applicable. If a startup cost budget is not submitted, AACMHA will assume there are none, however there will be no negative affect on the overall proposal score.

Board of Directors

Lynn Krause; Chairman; Janet Owens, Board Emeritus;
George Arlotto; Pam Brown; Sara Burden; Michael Irwin; William Lowry (Interim Police Chief); Michael Maher;
Rosalie Mallonee; Kathy Miller; Livia Pazourek; Nilesh Kalyanaraman; Sheryl Sparer; Michele Staisloff; Ryan Voegtlin; Louis Zagarino
Frank Sullivan, LCSW-C, Executive Director, Emeritus

7. The RFP budget section states that the Offeror needs to submit a budget using the MDH 432 Packet. There are several different packages online.

Please see the RFP document for the link to the MDH 432 packet on the AACMHA website. All applicable pages of the packet should be completed, if a particular line item has been budgeted and there is a backup page for that line item, it should be completed (e.g. Salaries are listed on the 432 B page, there should be a 432 D page to accompany it.)

8. Is this the 1915i waiver intensive in-home model? If so, is the billing based on 3 billable hours per week? (12 per month)

No, the 1915i model is based on the IHIP-C model, however the 1915i model is a less intense version of IHIP-C.

9. I would like to gain clarification regarding the proposed budget for the project. The way that I am reading this is that for each client we would bill the Psychiatric Rehabilitation Program (PRP) rate for what we can bill for and then invoice the county for the balance. For example (using made up numbers) if it costs \$100/month to serve a client under this RFP and we are able to bill PRP \$20/month, then we would invoice the county the remaining \$80/month under the grant. Am I reading that correctly?

Programs are expected to bill PRP services for the services that are billable under PRP regulations and should invoice for the over and above services that are outside of the scope of PRP services, but within the allotted contract award.

10. Could you please talk about existing licensing requirements for providers who are applying? For example, if we are licensed in AA County as a PRP provider but willing to serve PG also, would we need to be licensed in PG County?

Offerors must be licensed as a PRP provider in either Anne Arundel and/or Prince George's County. If the offeror is proposing to provide services in a county in which they are not licensed, a clear plan for how to receive referrals and build a caseload is needed.

11. Is Credible the only allowable Electronic Health Record (HER)?

While Credible is the preferred EHR, other EHR's are allowable, so long as the offeror has a clear plan to allow AACMHA access to the EHR when needed.

12. You mentioned a fidelity manual, is that available?

The fidelity scale is available with the RFP document, the manual will be made available upon award of the contract.

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