



Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Web Site: www.purchasing.ri.gov
6 June 2012

Addendum #1

RFP # 7449736

Title: Women's Substance Abuse Treatment Services

Submission Deadline: 27 June 2012 @ 11:00 AM (Eastern)

- The attendance list for the 4 June 2012 pre-bid meeting is released in this addendum.
- Vendor questions, submitted via email, are posted and answered in this addendum.
- A meeting summary is currently being compiled and will be released in a subsequent addendum. Please monitor this website, on a regular basis, for information regarding this procurement initiative.

A handwritten signature in black ink, appearing to read "Jerome D. Moynihan".

Jerome D. Moynihan, C.P.M., CPPO
Assistant Director for Special Projects

Questions regarding RFP 7449736:

1) Please clarify how many copies to send:

Pg 24 – says submit Original plus 5 copies

Pg 25 – says in addition to the original, one of the 10 copies must be submitted unbound...

- o Please submit 5 copies

2) Please clarify the outline and order of items:

Pg 25 – says Proposals must include a separate Technical Proposal that must contain the following sections as well as the Work Plan or approach proposed:

Executive Summary
Table of Contents
Previous Experience and Background
Work Plan/Approach Proposed
Organization and Staffing
Cost Proposal
Appendixes

Pg 36 – says Applications must include the following items submitted in the order listed.

- I. Outline and Table of Contents
- II. Application Summary
- III. Abstract
- IV. Narrative

Section A – Administration

Section B - Program

- V. Detailed Budget Request
- VI. Assurance
- VII. Attachments

We regret the inconsistency in the description of the structure of the RFP.

Please submit applications in the following order:

1. Executive Summary
2. Table of Contents
3. Previous Experience and Background
4. Work Plan/Approach Proposed
5. Organization and Staffing
6. Budget to include line item and narrative
7. Attachments and/or appendixes

3) Please clarify:

Pg 5 – says “funding under this initiative shall not be utilized to treat individuals who are insured for service through private health insurance or other public programs....”

Does that mean that if someone has insurance, but it will not cover a particular “service”, funding under this initiative **can** be utilized?

- o Yes, as long as they meet eligibility criteria.

4) Can you apply for multiple levels of care in the proposal?

- o Yes

5) It is mentioned that you must employ a “Care Coordinator” – are you required to use that job title or can “Case Manager” be used?

- o You can use the title case manager, or a similar title, as long as they provide the services that a Care Coordinator provides as described in the RFP.

Questions re: Women's Substance Abuse Treatment Services RFP
For submission by noon on May 31 to questions@purchasing.ri.gov

- Are there requirements regarding record keeping and information sharing that would contradict federal and state VAWA (Violence Against Women Act) and FVPSA (Family Violence Prevention Act) protocol that requires agencies providing domestic violence services to completely protect client identities? If so, is there a way to redact any and all identifying information regarding clients or could these requirements be lifted for organizations that are supported through the Violence Against Women Act or Family Violence Prevention Act?
 - The Department will work with applicants who braid VAWA dollars in with the RFP funds to ensure compliance with both Federal and State requirements
- What is the definition of an IMD facility? What is the process for becoming an IMD facility?
 - IMD (Institute for Mental Disorders) IMD is a Medicaid term that describes a treatment facility that has greater than 16 residents where 50% or more have a DSM diagnosis, which includes substance use disorders. Basically any substance abuse residential treatment program with more than 16 residents is an IMD. Any residential treatment program with 16 clients or less is considered a Non-IMD.
- If an organization was interested in providing services under Level III.1 and/or III.3 what would the referral process look like? Is the state expecting to refer all clients directly or can organizations serve clients coming in on their own with funds from this RFP?
 - Referrals are not limited to any entity as long as the client is eligible for services.
- If an organization would like to provide services under Level 5 (Working/Recovery House), would this organization need to be a licensed facility? Is the state expecting to refer all clients directly or can organizations serve clients coming in on their own with funds from this RFP?
 - There is no formal licensing process for Recovery Houses.
 - The referral process is open to any entity as long as clients meet eligibility criteria.
- In reference to the following requirement outlined on page 22 of the RFP would staff funded through this RFP to provide services under Level III.1 and/or III.3 need to be certified in ASAM or would adherence to ASAM criteria be sufficient?

Either directly, or through Department-approved subcontracts with specialty providers, demonstrates the ability to provide a range of ASAM Level III residential services as described under Section 3, "Scope of Work," and ASAM-based admissions criteria for each Level III service for which they are applying,

 - The State does not require that any staff be certified in ASAM, however Clinical staff and Recovery Support Service Program Managers should be trained in ASAM Placement Criteria and providers must adhere to ASAM criteria when placing clients in treatment.
- If an organization would like to provide services under Level III.1, Level III.3 or Level 5 (Working/Recovery) would this organization need to be a licensed facility?
 - Any facility providing a level of care described in the RFP other than Working/Recovery Housing requires a BHDDH license.
- Could an organization apply to provide six beds in one level of service and six beds in another level of service?
 - Yes
- Is there a minimum number of beds that an organization must apply for in order to be eligible.
 - NO. Programs are expected to adhere to all local zoning ordinances.

END

