



**Q1. Section 1.6.3, pg. 8, Disclosure Statement**

The links provided in the RFP to access the Disclosure Statement are invalid. Will the Department provide corrected links to ensure the Vendor has access to the appropriate document?

**R1. Yes, log onto the Attorney General's web site at [www.ago.alabama.gov](http://www.ago.alabama.gov) click on *Publications and Forms* and select *Disclosure Statement*. Vendors may also click on the following link for a copy of the Disclosure Statement: (online fill-in) <http://www.ago.alabama.gov/File-AL-Vendor-Disclosure-statement> when connected to the internet.**

**Q2. Section 3.5, pg. 17, Service Delivery**

The Vendor will serve a minimum of 30 families or 70 individuals based on the needs as identified by the ISP. Is this an annual number or is the team expected to carry 30 families each month? Is there a time limit that the Vendor can work with a family?

**R2. The team is expected to carry at least 7 families per month. The time limit to work with each family is contingent on each family's needs, the ISP team and the progress of each family.**

**Q3. Section 3.11, pg. 23, Tracking**

Is there a certain length of time you expect a family to be tracked after case closure (for example: 1 year)?

**R3. The length of time a family is expected to be tracked is at least 24 months.**

**Q4. Section 5.0, pg. 29, Cost Proposal**

If a child is placed out of home while we're working with a family, would the Vendor work with the family in separate sites? Is the Vendor responsible for finding placement for the child?

**R4. Continued services to the family when a child is placed outside the home it is determined on a case by case basis. The vendor is not responsible for finding a placement for the child, but is expected to participate in an ISP meeting to discuss the most appropriate placement for a child.**

**Q5. Section 5.0, pg. 29, Cost Proposal**

The current rate for Wraparound services is \$2,013 per month for one family for preservation and reunification. In the new cost proposal, is it your intention that the monthly rate goes down to \$1,970 per month per family? If one of those family members gets placed out of home, the rate goes to \$3,442.97. Is the agency then responsible for the services and the cost of that out of home placement?



**R5. The vendor may continue to work with the child and family on a case by case basis, however if the child is removed from the home, the County will incur the cost of placement and services that are not related to WRAP family preservation services.**

**Q6. Section 5.1, pg. 29, method of Payment  
Per your cost reimbursement basis, is it your intention that the Vendor invoice at the end of the month using the monthly rate stated in section 5.0?**

**R6. Yes.**

**Q7. Section 3.12, page 23 states “Medicaid billing is not an option for this procurement.”**

However, page 20 Section 3.6 Q states the provider is required to “provide assistance with and the assurance that Medicaid documentation of provided billable services is being properly maintained...” and page 7 Section 1.2 states “vendor must meet requirements for staffing ratios and credentials per Medicaid Vendor Manual...”

Please clarify the purpose for Medicaid documentation and staffing credentials if Medicaid billing is not allowed.

**R7. Medicaid billing is not allowed for this procurement.**

**Q8. Section 5.0 Cost Proposal, page 29 states “A narrative description of each line item and also the responsibilities of all personnel must also be submitted.”**

- a. Do they need a narrative for each year, or can this be combined?
- b. Must the narrative be separate, or can the descriptions be included on the budget form?
- c. If separate, does this count towards the 100 page limit?
- d. Given the 100 page limitation, can we refer to the position descriptions in the narrative proposal?

**R8. a. Yes, a narrative is needed for each year.  
b. Yes, the narrative must be separate.  
c. Yes, the narrative should be concise although descriptive.  
d. Yes.**

**Q9. Section 5.1 Method of Payment, page 29 states “Payment for services provided pursuant to this procurement will be made on a cost**

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reimbursement basis. However, section 5.0 Cost Proposal (on the same page) gives the rate structure.

Please clarify, will this be paid by rate structure vs. cost reimbursement?

**R9. Vendors will be paid using the rate structure.**

**Q10. Section 5.1 Method of Payment, page 29 states "Administrative costs must not exceed 10 percent."**

Please clarify...10% of what, the total budget?

**R10. Administrative costs should not exceed 10% of the total budget.**