Amendment 2

The RFP has changed from the original format, please view changes below for contract terms, Proposal format, Method of Providing Services and Evaluation Criteria:

1.3 CONTRACT TERM

The initial contract term is for a period of **three (3)** years beginning ***October 01,2022*** and ending ***September 30,2025.*** Renewals of the contract, as agreed upon by both parties, may be made at **one (1)** year intervals, or any interval that is advantageous to the Department, not to exceed a total of **two (2)** years, at the option of the Department. ***Selected vendors must be fully operational on October 01, ~~2025~~ 2022.***

4.2 PROPOSAL FORMAT

Proposals must not exceed **one hundred (~~100)~~ (150 pages)**, including attachments and must be single-spaced, incorporating 1-inch margins, typed using Times New Roman (font), size 12, black print. Proposals must be printed/copied onto one side of standard (8½ x 11) white typing/copier paper. *Paragraphs must be double-spaced.* All proposals (the original and copies) must include labeled tabs that correspond with the bolded sections and subsections (titles and numbers) to which the information pertains as specified in Section 4 of this document. ***Do not use adhesive tabs (on pages of the proposal), tabs with paper inserts, sheet protectors, rings or prong fasteners.*** Vendors should avoid the use of elaborate presentations and binding materials beyond that which is sufficient to present complete and effective proposals. **Proposals that do not adhere to the specified format may be deemed non-responsive.**

4.2.5.3 METHOD OF PROVIDING SERVICES

Numbering has been corrected and is consistent with numbering on evaluation criteria.

4.2.5.3.1 Service Delivery Approach

Vendors must provide a detailed description of the work plan and the methods to be used that will convincingly demonstrate to the Department what the vendor intends to do, the timeframes necessary to accomplish the work, and how the work will be accomplished. Vendors must identify the counties/regions to be served by the proposed project. *All services as specified in Section 3: Scope of Project must be addressed in the Service Delivery Approach.*

4.2.5.3.2 Start-up Plan

The Vendor must include a detailed project schedule that is comprised of the detailed work plan for the entire project including any changes to the existing program structure as required to meet the terms of this RFP. This section should also include any proposed additions to the tasks outlined in the *Section 3: Scope of Work.* ***Vendors who are <u>not</u> currently licensed by DHR must***

certify that they will be licensed by Thursday, August 10, 2017. Selected vendors must be fully operational on Sunday, October 01, 2017.

4.2.5.3.3 Referral, Admission and Exclusion Policy

Vendors must describe the population of children that will be accepted into the proposed program; include, age, sex and type(s) of behavior. Vendors must include a copy of their policies and procedures for admission and intake including criteria for referral and acceptance into the program. Describe specific criteria for exclusion from the program.

4.2.5.3.4 Number of Slots Proposed

Vendors must specify the number of slots they propose to serve.

4.2.5.3.5 Reject/Discharge Policy

Vendors must describe the process and criteria for reunification planning with children/families and coordination with the ISP Team; as well as pre-discharge and aftercare planning requirements. State the program's policy on discharge prior to program completion, including emergency discharges. Vendors must state the program's policy concerning re-admission of children. Provide an example of the program's process for moving children through the goals and objectives outlined in an ISP, to include provisions of "step down" to a less restrictive placement.

4.2.5.3.6 Assessment of Benefits and Impact

Describe the process that will used to assess the proposed services to determine if the expected benefits and their impact have occurred. Include on-going plans to continuously assess and modify services to better meet the needs of the target population. The assessment methodology should provide the Department with meaningful indicators that funded projects are making satisfactory progress toward desired goals.

4.2.5.3.7 Office Location

Vendors must provide the physical address where records will be maintained, and services will be performed under a contract with the Department in the event the vendor is selected.

6.0 EVALUATION CRITERIA

Section 6.0 was changed from what was originally written, currently reads:

Method of Providing Services		50% of points for a possible 500 points	
A.	Service Delivery Approach	4.2.5.3.1	450
B.	Start-up Plan	4.2.5.3.2	10
C.	Referral, Admission, and Exclusion Policy	4.2.5.3.3	15
D.	Number of Slots Proposed	4.2.5.3.4	0
E.	Reject/Discharge Policy	4.2.5.3.5	15
C.	Assessment of Benefits and Impact	4.2.5.3.6	10
D.	Office Location	4.2.5.3.7	0
E.	Vendor Certifications	4.2.5.4.	0

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Should read:

Method of Providing Services		50% of points for a possible 500 points	
A.	Service Delivery Approach	4.2.5.3.1	450
B.	Start-up Plan	4.2.5.3.2	10
C.	Referral, Admission, and Exclusion Policy	4.2.5.3.3	15
D.	Number of Slots Proposed	4.2.5.3.4	0
E.	Reject/Discharge Policy	4.2.5.3.5	15
F.	Assessment of Benefits and Impact	4.2.5.3.6	10
G.	Office Location	4.2.5.3.7	0
H.	Vendor Certifications	4.2.5.4.	0