

RFP Q&A

1) What is the population age?

Answer: 5 years to 18 years old. Parent(s) included for Family Counseling.

2). Are there particular issues you are looking for us to work with?

Answer: We are seeking services for individuals in regards to their mental health and / or substance abuse. Some of the issues may be behavioral management, grieving a loss of a parent or other family member, anxiety, depression, bullying, dealing with divorce, coping with all types of issues that affect the well-being of today's youth.

3). Are you using patient insurance or wanting us to file to their insurance?

Answer: If they have insurance, you would file.

4). Can we use a sliding fee scale?

Answer: Bremen Township will work with a sliding fee scale.

5). Will you be taking a part of our fee?

Answer: We would not be taking any part of your fees. We will work with you on the cost for sessions for the families or youth residing within Bremen Township.

6). Where will the funding come from?

Answer: You should file if there is insurance, Medicaid or Medicare to cover the service. Otherwise, Bremen Township will work within your fee scale or sliding fee scale.

7) We will present its billing rates for each mental health service types; with this RFP is there room to negotiate these rates during the RFP review process?

Answer: The Township does not expect to negotiate the rates during the RFP process.

8) Is there any expectation that referrals from Bremen are no decline? If so, is there a grant component to this which will allow us to staff up and maintain capacity specific to your township?

Answer: There is an expectation that referrals from Bremen are no decline and there will not be a grant component.

9) If clients have another form of insurance (private or from market place exchange) is the expectation that we would bill those entities instead of Bremen township?

Answer: Yes, if clients have Medicaid, Medicare, or other form of insurance, those avenues should be billed before Township funds would be expended.

10) For clients with Medicaid or Medicare the reimbursement structure does not cover the cost of delivering the services (at MFS or any provider) is it acceptable to bill Bremen Township for the gap?

Answer: Just as any providers of Medicaid or Medicare reimbursed services (doctors, hospitals); you already accepted the payment schedule afforded to you by these payors. The Township would not bridge the gap.

11) What is the service array you are expecting? Assessment, Treatment planning & counseling only or other services such as seeing a psychiatrist for medication management?

Answer: We would be looking at all these services for our residents.

12) Are there a limited number of sessions you are looking for? Or is it as many as needed by the client?

Answer: There are not a limited number of sessions that we are looking for. The sessions should be decided by the assessments taken and the needs of that client.

13) Is the assumption that we provide services during our regular hours of business correct?

Answer: Without knowing your regular business hours, the services should be provided during hours that youth and families are able to attend.

14) Is there any outcome measures or reports you will need from us?

Answer: The Township will require monthly reports regarding the Type and volume of services rendered to Bremen Township residents.

15) Second, per the RFP instructions, we are writing you to determine prior to opening our bid, if in the absence of providing our last year's audit in our bidder's package, will our latest tax return be acceptable and still allow us to meet the minimum specifications required of bidders? Last year our agency did not cross the audit threshold so no audit was performed. But we are able to provide our latest filed tax return.

Answer: The Township cannot provide information on whether the information that you intend to provide will be sufficient to satisfy the submission requirements under the Request for Proposals ("RFP"). To the extent you are unable to comply with the requirements, please provide the best information available and the reason for your inability to satisfy the requirements set forth under the RFP.

16) What is the procurement method for the Request for Proposals?

Answer: The Township is seeking to procure Behavioral Health Services through the Request for Proposals ("RFP") posted at <http://brementownship.net/Bremen%20Youth%20RFP2.pdf>. All responses shall be submitted in accordance with the procedures set forth in the RFP and these Q&A statements. The Board of Trustees will review the responses provided in accordance with the RFP and these Q&A statements, conduct necessary interviews with bidders, and any award made will be made to the bidder determined by the Board to be the lowest responsive, responsible bidder.

17) Where shall issues or inquiries be directed?

Answer: All issues or inquiries shall be directed to Supervisor Maggie Crotty at (708) 333-9530 or mcrotty@bremontownship.net.

18) What is the due date of responses to the Request for Proposals?

Answer: Two copies of the proposal shall be delivered on or before February 29, 2016 by 4:30 p.m. in a sealed envelope to the Attention of Supervisor Maggie Crotty, Bremen Township Administrative Office 16361 S. Kedzie Parkway, Markham, Illinois 60428.

19) Where are the scoring criteria for the bid?

Answer: The Township has opted not to use a scoring chart for the bid selection process. To the extent a contract is awarded, this award will be based upon the Township Board's determination as to the lowest responsive, responsible bidder.

20) Have you accepted bids from others?

Answer: All timely submitted bids will be opened and read aloud at the public bid opening to be held on March 1, 2016 at 10:00 a.m. at the Bremen Township Administrative office located at 16361 South Kedzie Parkway, Markham, Illinois 60428

21) Why were issues identified by a bidder not posted and addressed publically in a timely fashion?

Answer: Pursuant to the RFP, “any questions relating to this RFP should be directed to Supervisor Maggie Crotty at (708) 333-9530 or mcrotty@bremementownship.net.” All questions that have been submitted in accordance with the RFP have been posted and answered through this Q&A.