

Q: Do providers need to be able to house an entire age group that CBH is requesting, or can providers submit for part of an age group?

A: You may submit for the age group that you are looking to serve. You must specify the exact age in your submission.

Q: Can providers submit for the age group of 18 to 21-year-old?

A. No. We are currently procuring for youth ages 6-18. At this time, we do not have a significant need for young adults 18-21.

Q. What is the minimum number of youth that must be supported in one house (PRTF) and the minimum number of bedrooms?

A. As indicated in Section 1.4.3 *Location and Site* of the RTF RFQ, the site must be able to provide comfortable living space for 6-12 youth.

Q. What is the square footage requirement for a shared bedroom and a single room? (Unable to locate in the PA 3800 Regulations)

A. You may refer to OMHSAS, Chapter 31. Residential Treatment Facility:
[http://mhapa.org/downloads/55 Pa.Code Chapter 31 3 19 07 draft.pdf](http://mhapa.org/downloads/55_Pa.Code_Chapter_31_3_19_07_draft.pdf)

Q. What is the required zoning for a PRTF?

A. We do not currently have specifics on zoning; however, we advise that you view the City of Philadelphia website for information on zoning and planning.
https://codelibrary.amlegal.com/codes/philadelphia/latest/philadelphia_pa/0-0-0-203439

Q. How will the reimbursement rate be determined?

A. The Rate will be determined based on reasonable historical provider reimbursement for this service. The type of reimbursement (i.e. Fee for service, Per Diem, Value Based, Case Rate, etc.) is still being determined and will be communicated to providers when that information is available. Cost/ Budget information is generally requested from contracted providers so that we can gauge how rates are covering provider costs.

Q. Page 16 of the RTF RFQ states to submit current curriculum vitae and State of Pennsylvania professional license. Current Curriculum Vitae of whom? State of Pennsylvania Professional license number of whom?

A. Please note that this request was in error. Please review section 2.2.2 *Operational Documents and Requirements* for the most updated information.

Q. As a non-profit, we cannot be formally certified as a M/W/DSBE- should we just state that or are you still looking for something further regarding this?

A. If you have status of M/W/DSBE, please submit. However, nonprofit is not required to submit

Q. Fiscal Solvency is noted in Section 2.2.2 Operational Documentation and Requirements. Would an organizational audit meet this requirement?

A. In order for us to determine fiscal solvency, an Audit from an Independent Audit firm would be sufficient. This audit should include, at a minimum, a Balance Sheet, Income Statement, Cash Flow Statement, Auditor's Opinion and Management Letter, if applicable.

Q. Whose background training and credentials are you looking for referenced in Section 2.2.2 *Operational Documentation and Requirements*? Who is being defined as the "applicant" in that question?

A. Please note that the request for credentials was in error. Please review section 2.2.2 *Operational Documents and Requirements* for the most updated information.

Q. As certain sections are repeated (i.e corporate status, governance structure)- is it ok to just have the answers in one location?

A. You submit your response in outline form as indicated in Section 2. *PROPOSAL FORMAT, CONTENT, AND SUBMISSION REQUIREMENTS; SELECTION PROCESS*

Q. Please clarify order and identification of each attachment as they do not follow the indicated order. In addition, is there an attachment for the staff roster?

A. Section 2. *PROPOSAL FORMAT, CONTENT, AND SUBMISSION REQUIREMENTS; SELECTION PROCESS*, 2.1. *Required Proposal Format* and 2.2. *Proposal Content* outline the attachments required. Submissions should include the following attachments:

- Attachment A: RFQ Response Cover Sheet
- Attachment B: City of Philadelphia Tax and Regulatory Status and Clearance Statement

- Attachment C: City of Philadelphia Disclosure Forms
- Attachment D: CBH Disclosure of Litigation Form
- Attachment E: Statement Regarding Exclusion List
- Disclosure Forms
- Narrative Response (requested information in 2.2.1.)
- Status of Minority/Women/People with Disabilities Owned Business Enterprises (required if For-Profit only)
- Corporate Status
- Governance Structure
- Operational Documents (see section 2.2.2.)

Staff Roster is not required at the time of submission.

Q. We currently operate in New Jersey, therefore staff meet NJ licensure requirements. Do we need to submit the CAQH numbers and licensing numbers for NJ? Staff will be hired if an award is issued.

A. You may submit your NJ licensure information.

Q. Section 2.7 - is there a separate acknowledgement that is required for Compliance with Phila 21st Century Minimum?

A. No further acknowledgement is required at this time. By submission of a proposal in response to this RFQ, any respondents acknowledge and certify their intention to comply. At the time of actual contracting, awardees will further certify their compliance with this requirement.