

State of Iowa Juvenile Court Services



March 6, 2024

Responses to Questions received regarding Comprehensive Family Therapy and Transition Service RFP
JUV-25-CB-04-001

1. Please advise as to whether we are to respond to the Mandatory Specifications, Section 4.2 and Scored Technical Specifications, Section 4.3, pages 19-21, at the end of 3.2.3, Executive Summary, page 14? If our responses to both specification areas are not to go under 3.2.3, where should responses go?

Answer: Yes, responses to both the Mandatory Specifications as well as the Scored Technical Specifications should appear in section 3.2.3.D
2. If a Provider is proposing a specific service to fit Comprehensive Family Therapy and another to fit Transition Services, our understanding is we still just complete one proposal which incorporates both services based upon the staffing support discussed on page 21 of the RFP?

Answer: Yes.
3. Under Section 3.2.6, Pages 15-16, we believe items should be labelled A-E, versus the current lettering D-H. If this is correct, could this please be updated?

Answer: Yes that is correct. Yes it has been updated in RFP Amendment 1.
4. On page 7, Section 2.12, Paragraph G state, "The Respondent fails to include Proposal Security, if required." What is Proposal Security, and is it required?

Answer: Proposal security would be a required bond, but is not required for this RFP.
5. On page 4, Section 1.4, Paragraph 2, Sentence 1 refers to "...which will include Youth Transition Decision Making meetings as referred by JCS.", but throughout the rest of the RFP, (page 20, Section 4.3, Paragraph j; Page 21, Section 4.3, Paragraph k; Page 35, #3), these meetings are referred to as "YCPM Services". Can you provide clarification if successful bidder will be required to provide Youth Transition Decision Making (YTDM) meeting or Youth Centered Planning Meeting (YCPM) Services for this contract?

Answer: They should all be YCPM and have been corrected in RFP Amendment 1.
6. Page 2 G. It states, "Consultants will respond to referrals within 24 hours." For this item is this response to the referral worker that the referral was received? Additionally, could this be moved to 24 business hours allowing for referrals that might happen over the weekend??

Answer: Yes 24 business hours Monday thru Friday. RFP Amendment 1 reflects this update.
7. On page 35, Attachment 4 of the Cost Proposal Form, The RFP is requiring an hourly rate for service. For actual billing will partial hours be allowable, ie., 15 min increments?

Answer: Yes.