

Instructions

This Response Template must be used for submission of written questions. All questions should provide the requested information. Those that do not, may not be answered by DHS. The Vendor may add as many lines as needed. DHS would strongly prefer the Vendor to ask multi-part questions as individual questions on seperate lines.

Instructions: Complete all cells of each question asked in the Table below. Clearly identify the referenced section or text.

Question ID	RFP Reference (page number, section number, paragraph)	Specific RFP Language	Question	Answers
Example	Page 7, section 1.15, C	J. Vendors may submit multiple bid	May vendors submit more than one bid?	yes See section 1.15, J
1	Page 12, Section 2.2, A	Vendor must be licensed as an emergency residential childcare facility	Would a proposal for a network of certified homes would be considered or only facility-based services?	Must have an emergency residential childcare license through the Division of Child Care and Early Childhood Education (DCCECE).
2	Page 12, section 2.2, C	Submit quality assurance plan	What exactly does this plan need to include? Consumer surveys/reports? If not, what?	See Updated RFP
3	Page 12, section 2.2 A	Vendor must be liscenced as an emergency residential childcare facility	Is an agency required to have this emergency liscence prior to the time of submitting the RFP? Or would an agency qualify for this contract as long as the emergency license is aquired by the time the contract is awarded or would begin?	Must submit licensing application with RFP and be fully licensed by April 1, 2020.
4	Page 5, section 1.14,	The rate shall include all activities associated with the service described in this RFP.	Regarding the need to "include all activities", what format should this list be in and where should it be located in the RFP? Or is this statement just for our consieration?	Should include everything used to arrive at a rate. Should be included with pricing.
5	Attachment E, Page 1, section 4B	total compensation exclusive of expense reimbursment	What items are considered reimbursable expenses	Respondent is not required to complete this form
6	Attachment C, Service Criteria, A, 4	Services are time limited	What is the time limit?	As an emergency shelter vendor must have the ability to admit children 24 hours a day 7 days a week. Per licensing children can stay in an emergency shelter 90 days; however on a case by case basis this can be extended with the approval of DCFS and DCCECE. Vendor is expected to work with DCFS to devise an appropriate discharge plan.
7	Page 4, section B, 3	The Official Bid Price Sheet, including the hard copy and electronic copy, must be seperately sealed from the Technical Proposal Packet and should be marked clearly as "Pricing".	Would the electronic Bid Price sheet need to be on a separate USB than the rest of the Technical Proposal Packet, or just a different document on the USB with the Techincal Proposal Packet?	Electronic price sheet should be on a separate USB included with the separate sealed pricing.
8	Attachment E, Page 1, heading of Professional Consultant Services Contract	Contract #	Is the contract number the same as the bid number?	See answer to #5 above.
710-20-0016 9	Written Questions and Answers Attachment E, Page 1, heading of Professional Consultant Services Contract	Vendor #	How do we know what our vendor # is?	See answer to #5 above.