

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 separate 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 11, section 2.2, B	The Contractor shall provide a copy of one (1) of the following current accreditations: Council on Accreditation (COA), Commission on Accreditation of Rehabilitative Facilities (CARF), or Joint Commission on Accreditation for Healthcare Organizations (JCAHO).	If the contractor does not have one of these accreditations will this disqualify/penalize the contractor from applying to this RFQ?	Yes, See section 2.2B.
2	page 14,section 2.3, C #2	The Contractor shall seek, facilitate, cooperate, certify, and promote the use of Medicaid funds for all available services by contacting DYS/DHS Medicaid personnel during the pre-placement process. The Contractor shall cooperate with and assist DYS in seeking, facilitating, and documenting that Medicaid funds were sought for all eligible services for juveniles referred by DYS and admitted to the Contractor's program. 3. The Contractor	Will each referred client have state Medicaid insurance for mental health, medical doctors or dentists to bill?	No.
3	Page 16 of 28 of Bid Solicitation Document Sect D Environment #13,	ALL DYS clients MUST be housed in sperate room spaced from all non-DYS clients	We serve only DHS (DCFS & DYS) clients in the sex offender program. Youth are assessed and placed in rooms based on age, risk factors, etc. in accordance with the plan of safe care developed and in accordance with licensing requirements. IF a DCFS sex offender and a DYS sex offender are of similar age/risk /treatment level will DYS allow them to be housed in a room together if this is appropriate under sex offender licensing guidelines.	Yes, and the contractor must follow current sex offender residential treatment guidelines regarding housing based on risk principle and US Department of Justice (DOJ), Prison Rape Elimination Act (PREA).
4	Page 18 of 28 of Bid Solicitation Document Sect 2.5 REPORTS AND BILLING item 3	Clients may be temporarily absent from the program because of illness, admission to a hospital for medical needs or mental health needs, incarceration, trial home visits, or due to runaway behavior. Only juveniles physically in the facility shall be counted for the midnight census and for billing purposes.	If we have to transport a youth to another facility across the state or to court across the state on the day of discharge will we be allowed to bill for that day of service even if the youth is not are our facility at midnight that day? If not how will we be reimbursed for the staff time and travel?	Yes, if the contractor still has physical custody of the youth when transporting, the contractor can bill for that youth.
5	Page 18 of 28 of Bid Solicitation Document Sect 2.5 REPORTS AND BILLING item 3	Clients may be temporarily absent from the program because of illness, admission to a hospital for medical needs or mental health needs, incarceration, trial home visits, or due to runaway behavior. Only juveniles physically in the facility shall be counted for the midnight census and for billing purposes.	If a youth is placed in the hospital for medical treatment in the past we have been required to have staff stay with the youth at the hospital at all times. If we are not allowed to bill for the days the youth is in the hospital does this mean we do not have to arrange for staff to stay with the youth? If we do have to stay with the youth how will we be reimbursed for our staff's time at the hospital.?	No, if the youth is in the contractor's physical custody and the court has not issued a temporary release order while the juvenile is in the contractor's custody, the contractor must provide appropriate supervision of that juvenile while in the hospital. See 2.5, 1.
6	Page 18 of 28 of Bid Solicitation Document Sect 2.5 REPORTS AND BILLING item 3	Clients may be temporarily absent from the program because of illness, admission to a hospital for medical needs or mental health needs, incarceration, trial home visits, or due to runaway behavior. Only juveniles physically in the facility shall be counted for the midnight census and for billing purposes.	Other DHS contracts allow us to bill up to 10 days to hold a bed for a youth who is temporarily away and is expected to return to our facility. If DYS will not allowed us to bill for the time a DYS youth is temporarily on pass, in JDC, or at acute metal health treatment will we be allowed to fill the bed with another referred youth?	No, if a youth is on home pass or on "time out" at a JDC, the contractor must hold that bed. If a youth is place at an acute mental health hospital and the length of stay will exceed 10 days, the contractor can fill that bed.
7	Page 4 of 28 of Bid Solicitation Document Sect 1.6 C.2	One (1) redacted (marked "REDACTED") copy the original Response Packet, preferably on a flash drive and in PDF format. A CD will also be acceptable. Do not send electronic copies via email or fax. (See Proprietary Information.)	Our proposal will not contain any information that we need to redact. Is it correct to assume we can just omit that document from our proposal packet?	Please see Section 1.14 Item J, page 5.
8	Page 3 of 28 of Bid Solicitation Document Sect 1.8 A.2c	Response Packet must include: Voluntary Product Accessibility Template (VPAT)	I could not find this in the Bid amendment documents. Where can I find this document to include in the response packet?	Please see the Technology Access section 1.24, page 8. The VPAT applies to vendors who are supplying IT products.
RFQ Questions 9	BID #710-20-0028 RESPONSE PACKET page 1 of 2 E2A E2 B & E2C	Provide a copy of the Bidder's proposed evidenced based ILS curriculum.....Provide a Copy of the bidder's proposed substance abuse curriculum.... Provide a <b>copy</b> of the Bidder's proposed cognitive behavioral curriculum	Curriculum consists of multiple manuals/workbooks/videos. How do you want us to provide the <b>copy</b> of the curriculum. Will a program description including table of contents etc. be acceptable?	Yes, a program description, including a table of contents, etc., will be acceptable.