

# Questions and Answers

RLI #20-001 Community Action Treatment Team Broward County (CAT)

*Questions are listed verbatim, as asked by Providers.*

**Question 1:** Staffing pattern are there five staff or are there multiple case management multiple therapist?

**Answer 1:** The minimum requirements for staffing are outlined in the Community Action Treatment (CAT) RLI, page 8. Further details can be found in the Department of Children and Family, Community Action Treatment (CAT) Team Guidance Document , at the following link: <https://www.myflfamilies.com/service-programs/samh/managing-entities/2020/IncDocs/Guidance%2032%20CAT.pdf>

**Question 2:** Is there an expectation that the psychiatrist is full time or is there enough hours allocated to the role that they play?

**Answer 2:** The expectation is that each and all clients enrolled in the program have access to psychiatric services, as needed, in a timely manner. This includes crisis situations.

**Question 3:** What is the page limit It shows 6 pages.

**Answer 3:** The proposal page limit listed in the RLI is 6 pages. However, in light of multiple requests, BBHC has decided to increase the limit to 15 pages.

**Question 4:** Should our budget be for 12 months?

**Answer 4:** Yes.

**Question 5:** Is the hospital admission a "self-report"?

**Answer 5:** Self report is acceptable as long as there is additional documentation that verifies at least 2 hospitalizations.

**Question 6:** Due to the initial term being October 2020-June 30, 2021, will the budget still remain \$750,000?

**Answer 6:** The total budget for the year is \$750,000. For the first year the budget will be proportioned to the number of months included in the initial contract.

**Question 7:** For the support letter are you looking for anything in particular in terms of community partner who we will be doing referrals too? Specific ones or county wide connections and support?

**Answer 7:** Refer to the RLI: page 7, item “m. Partnerships.”

**Question 8:** Please delineate what you are looking for in the support letters - a commitment for referrals, services? Or just general letters of support?

**Answer 8:** Refer to the RLI: page 7, item “m. Partnerships.”

**Question 9:** What is the expected # of clients to be served?

**Answer 9:** The expected number of unduplicated clients to be served annually is 70. Refer to Department of Children and Family Community Action Treatment (CAT) Team Guidance Document, at the following link: <https://www.myflfamilies.com/service-programs/samh/managing-entities/2020/IncDocs/Guidance%2032%20CAT.pdf>

**Question 10:** Please delineate what you are looking for in the support letters - a commitment for referrals, services? Or just general letters of support?

**Answer 10:** Refer to the RLI: page 7, item “m. Partnerships.”

**Question 11:** Please provide a list of currently funded providers, the award amounts and # clients served per year, and staffing pattern (Total FTEs by position).

**Answer 11:** BBHC currently only has one funded CAT Team. The award amount was \$750,000. For further details on clients served and staffing patterns please refer to the RLI and to the Department of Children and Family Community Action Treatment (CAT) Team Guidance Document , at the following link: <https://www.myflfamilies.com/service-programs/samh/managing-entities/2020/IncDocs/Guidance%2032%20CAT.pdf>

**Question 12:** In the 2017 CAT RLI, there were 5-6 fewer questions than in the 2020 RLI. The page limit in 2017 was 15 pages (stated in the Q&A). Consequently, will you add 3-6 more pages to the page limit for the 2020 RLI to account for the increase in questions?

**Answer 12:** The proposal page limit listed in the RLI is 6 pages. However, in light of multiple requests, BBHC has decided to increase the limit to 15 pages.

**Questions 13:** In what way(s) is this contract different from the contract that is currently in place?

**Answer 13:** This contract is programmatically identical to the previous contract. However, this contract will have greater focus on staffing patterns, staff experience, employee status and salary scales, strategies to reduce turnover and management and coordination of crises.

**Question 14:** Is this contract programmatically different than other CAT contracts in the State of Florida, and if so can you please identify in what way it is different?

**Answer 14:** No, this contract is not programmatically different than any other CAT Team in the State of Florida.

**Question 15:** Are there any corrective action plans in the current contract that would need to be addressed with the new contract?

**Answer 15:** No.

**Question 16:** The Solicitation states on page 13 that the contract start date is September 14, 2020. Is the contract total to be prorated for the first 9 months of operation, or may the total 12-month allocation be utilized in 9 months of operation?

**Answer 16:** The total budget for the year is \$750,000. For the first year the budget will be proportioned to the number of months included in the initial contract.

**Question 17:** Is there any specific format for the budget to be submitted as part of the RFI response, and is the budget to reflect 12 months of operation?

**Answer 17:** There is no specific format required for the budget submission. The budget must reflect the total amount funded, \$750,000.

**Questions 18:** During the RLI Workshop, your team indicated that BBHC would provide technical assistance and training. Would you please confirm what type of training and technical assistance you will provide – and if this will be free of charge.

**Answer 18:** BBHC is able to provide Individual Placement and Support (IPS), Transition to Independence (TIP), and Wraparound Trainings free of cost. Additionally, BBHC will provide technical assistance in regard to implementation of the CAT Team Model.

**Questions 19:** During the RLI workshop, you did not specify the expected number of clients to be served during a 12 month period. Would you please provide the target number for the total number of clients to be served per year (combined total for all providers)?

**Answer 19:** The expected number of clients served on a regular fiscal year is 70 unduplicated clients. In addition, the minimum service requirement is 35 children per month. It will be different during the first year of implementation. Please refer to the Department of Children and Family Community Action Treatment (CAT) Team Guidance Document, at the following link: <https://www.myflfamilies.com/service-programs/samh/managing-entities/2020/IncDocs/Guidance%2032%20CAT.pdf>

**Question 20:** During the RLI workshop, you indicated that there would be approximately 35 clients to serve at any given time. Is this the amount per provider or the combined amount for all providers?

**Answer 20:** The expected number of client's served at any given time corresponds to one full team.

**Questions 21:** Would you please provide a listing of currently funded providers and their award amounts.

**Answer 21:** BBHC currently only has one funded team. The award was for \$750,000 annually.

**Questions 22:** Would you please provide a list of staffing types (i.e. APRN, RN, Case Manager, Therapeutic Mentor/Peer Specialist) and the number of staff by type for each of the current providers?

**Answer 22:** The minimum requirements for staffing are outlined in the Community Action Treatment (CAT) RLI, page 8. Further details can be found in the Department of Children and Family Community Action Treatment (CAT) Team Guidance Document , at the following link: <https://www.myflfamilies.com/service-programs/samh/managing-entities/2020/IncDocs/Guidance%2032%20CAT.pdf>

**Questions 23:** Would you please provide a listing of the scheduled staffing pattern for each provider to accommodate the 24 hour coverage?

**Answer 23:** The expectation is that the team will respond to all the client's needs in a timely manner, and must be available nights, weekends and holidays. The team will define how this availability is coordinated. For further details, refer to Department of

Children and Family Community Action Treatment (CAT) Team Guidance Document, at the following link: <https://www.myflfamilies.com/service-programs/samh/managing-entities/2020/IncDocs/Guidance%2032%20CAT.pdf>

**Questions 24:** In the RLI, you indicate that there is an average number of 3 face-to-face contacts per week. Would you share the average length of time per family that has been needed during the past year?

**Answer 24:** There is no time requirement regarding face to face contacts. The expectation is that the team will respond to all the client's needs in a timely manner.

**Questions 25:** Budget – Please confirm if the budget that we will need to attach should be for 9 months OR 12 months.

**Answer 25:** The budget to be submitted should be a 12-month budget, with the total funded amount of \$750,000.