

Delinquency & Court Services

Q. D1 What is the reimbursement rate for the Evening Report Center and Community Service and Restitution Coordination?

A. D1 These programs are expense based contracts and the allocations are:
Evening Report Center: \$315,000
Community Service & Restitution: \$160,614

Q. D2 For *Level II In-Home Monitoring Services* (DCSD 008):

2.1. Is there currently an evidence-based model for individual, and family counseling/therapy that DCSD would prefer for this program?

A. 2.1 No, there is not a preferred model, but we would like a cognitive behavioral approach to be used.

2.2. In terms of contacting youth during the week at their respective schools, what is the contact expectation when youth are not in school, such as summer break, spring, fall, and winter off days, etc.?

A. 2.2 The contact standards do not change regardless of where the youth is and whether the youth is in school or not.

2.3. Who is currently providing the GPS services and technology?

A. 2.3 Satellite Tracking of People (STOP)

2.4. What is the percentage of Pre-dispositional youth expected to be on GPS?

A. 2.4 The pre-dispositional program should be 100% pre-dispositional youth.

2.5. Is DCSD expecting the selected vendor to utilize Synthesis as the main/primary database to serve the needs of this program for the collection and recording all client information, contacts, etc.?

A. 2.5. Yes, Synthesis is to be utilized.

2.6. Why does the County need more slots on the south side than the north side?

A. 2.6. This is based on current needs but could change based on the ability of the selected agencies capacity.

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2.7. Can you tell us what portion of the dollars would be allocated for the north side slots and what portion for the South side slots?

A. 2.7 South Side allocation is \$1,292,132, North Side is \$798,891, and the Post-Dispositional portion is \$750,000.

2.8. If a vendor wants to apply for both the north and south side sites, can this be done in one proposal?

A. 2.8. The proposer would need to submit two separate budgets, one for each site. Two separate contracts will be issued as a result of this RFP.

2.9. If a new vendor is selected, is full start-up expected on January 1, 2017 and will there be a transition period that would include the opportunity to incur expenses for hiring of staff, and other related start-up expenses?

A. 2.9 Yes, start-up date is expected to be 1/1/17 and the ability to incur expenses would be up to the discretion of the DCSD Administrator but is open for discussion.

2.10. If a new provider is selected, will DCSD provide assistance with developing relationships with schools for the purpose of facilitating daily participant monitoring checks?

A. 2.10 The vendor is expected to develop the relationships needed with all stakeholders, DCSD can assist as appropriate.

2.11 Please clarify if pre-dispositional and post-dispositional youth are to be kept separate.

A 2.11 In terms of programming, they should be separate with their own groups and should not be mixed.

2.12. What is the average length of time for both groups?

A. 2.12. Currently this is designed for pre-dispositional youth but post-dispositional youth can be court ordered into the program, and the length of stay varies between a few days to several weeks, while they wait for court or until the judge orders them to be removed from the program. Post-dispositional is a new program, arising out of increased judicial interest in post-dispositional programming.

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2.13. If a youth on GPS violates after hours, who would the vendor contact?

A. 2.13 The contractor would be expected to contact the appropriate agency (MPD or other law enforcement), as well as follow-up with an email to Delinquency staff. This is part of the DCSD Level II policy and procedure.

2.14. Please clarify what GPS services/costs are covered by the County and what costs are expected to be covered by the vendor. Does STOP LLC provides the consumables (cleaning supplies, straps, etc.), installation kits/tools, access to their data tracking system, and notification of all alerts in addition to the equipment?

A. 2.14 Yes

2.15. Would Milwaukee County be willing to consider a vendor who proposes their own GPS equipment to include consumables and a 24-7-365 in-house, on-duty monitoring center if provided with competitive pricing or proof of the most reliable and top ranking technology in the industry through a demonstration of the various proposed technologies?

A. 2.15 This is something that could be considered.

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Housing Division

Q. H1. For the Pathways Program, I see the dollar amount is quite large, \$670,0000 . Can you share how much of this is for building expenses, i.e. rent, utilities and/or maintenance?

A. H1. The building expenses for Pathways to Independence are approximately \$140,000. The remaining \$530,000 is for all other program related expenses.

Q. H2. For the 2017 Provider Service Site Information (1-16, Program Requirements/Descriptions), if the "Site Contact Person" is expected to be different in 2017 than it is in 2016, is it acceptable to fill in this section of the form by indicating the role (e.g., Operations Manager), rather than the specific name of an individual?

A. H2. Yes, the title can be listed if the Contact will change in 2017.

Q. H3. For the Emergency Shelter program, one of the Outputs is that persons would be discharged from shelters within 30 days, with Individualized Service Plan (Form HD-7) reflecting justification for shelter stays longer than 30 days. My interpretation is it's OK to stay longer than 30 days, the reasons just has to be explained, correct?

A. H3. That is correct.

Q. H4. For Emergency Shelters, the low barrier eligibility criteria related to sex offenders appears to be in conflict with City ordinances.

A. H4. No, ordinances specify three categories of sex offenders (chapter 980 offender, child offender, or Special Bulletin Notice (SBN)) who must follow the ordinance. Other offenders may live anywhere in the city.

General Questions

Q. G1. The RFP requirements state that “A Proposal is irrevocable until the Contract is awarded, unless the Proposal is withdrawn. Proposers may withdraw a Proposal in writing at any time up to the Proposal due date and time.” (p. 2-6 of “Technical Requirements”)

Assuming a proposer submits a bid with expenses in excess of the tentative allocation which is accepted, but the proposer later determines the final allocation will be insufficient to cover the estimated costs, the proposer would be unable to withdraw its bid at that time:

Q. G.1.1 Is this an accurate interpretation of the relevant language of the RFP? If not, what correction(s) are needed?

A. G.1.1 That is accurate, the proposer is asked to submit a realistic budget given the tentative County allocation, likely expenses, and other funding sources the proposer might be able to use. Cost proposals are based upon the proposer’s budget, which includes both the proposer’s contract request and the total budgeted costs for the program. Proposals that are unable to comply with specifications (tentative contract allocations) contained in the RFP may be rejected by DHHS. Cost proposals based on contract requests at or below the tentative allocation are deemed firm bids. If DHHS reduces the offered award below the published tentative allocation, and contract negotiations cannot be concluded successfully with the selected proposer, the proposer may withdraw its bid and the DHHS may negotiate a contract with another proposer.

Q. G 1.2 Will the successful proposer be obliged to accept the contract award, regardless of the difference between what the proposer’s estimate of the contract’s actual budget and the county’s final allocation?

A. G.1.2 If the County’s final allocation is less than the tentative allocation stated in the RFP materials, the proposer would be required to redo its budget. If the proposer found that it could not reduce expenses or use other funding sources to make up the difference, the proposer would be permitted to withdraw their proposal in that instance.

Q. G 1.3 If the county and the proposer negotiate a funding level that is higher than the final allocation, but the end result of the negotiation is that the amount is still well short of the proposer’s budget estimate for the program, is the successful proposer permitted to withdraw the proposal and relinquish its interest in being awarded the contract?

A. G.1.3 Proposers should be as realistic as possible when submitting their budgets, given likely expenses, County tentative allocations and other possible funding sources. Proposers should not be submitting contract requests in excess of County tentative allocations, and should keep in mind the requirements of the program and what expenses will likely be incurred.

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Q. G2 For the “2017 Client Characteristics Chart,” (1-22, Program Requirements/Descriptions), can you provide clarification on whether the 2017 estimate is for a monthly census or for total number of clients over the course of the 12 months. Should the “Prior Year Actual” reflect the demographics for 12 months of 2015, or the year to date for 2016?

A. G2 For the Client Characteristics Chart, please estimate total number of unduplicated clients that could be served under your program. For prior year numbers, use 2015 actual numbers if available.

Q. G3. For performance based contracts, are the incentive payments over and above the tentative allocations, or are they carved out and included in the tentative allocations?

A. G3. The incentive payment would be carved out of the total allocation, in most cases covering 10% of the total possible payment. Separate Divisions would have the option of making the incentives an additional amount over the total allocation, but given funding realities that is not likely.

Q. G4. Should the Staffing Roster spreadsheet (Item 30) be printed out and submitted with the paper program proposal?

A. G4. Yes, please print out the **CURRENT DIRECT SERVICE PROVIDER AND INDIRECT STAFF (DSP) ROSTER (Item 30)** and include it with the printed program proposal.