

# Questions from our RFP Conference on March 1, 2019

## **In Home Services and PERS- 8:30-10:30**

Mitch Cabin from Connect America- Is there going to be a conversion involved with this contract? And will there be one vendor or more selected?

**Aging-** Yes, for existing providers that are approved for a new contract, you will keep your current consumers and units already approved. We have no way of knowing at this time how many providers will be approved.

## **Older Adult Daily Living Centers- 10:30-11:00**

Mahboobeh Sheteri from YWCA of Bethlehem- Questions about the rates, do we need to propose a rate or are we going to use the same rates that we have in our contract? And you won't throw away my proposal if my rate goes up?

**Aging-** we are going to go with you proposing the rate at this time. If it would change much, we reserve the right to come back and negotiate that rate. And no we will not throw away your proposal if it's too high, we will negotiate.

Jane Alwalah from Westminster Adult Day Services- Who needs to sign the Certification statements for the RFP and contracts? Does it have to be the corporate office?

**Aging-** It should be your CEO or Board President. If it is not one of them, whoever signs them will need to have a certification stating they are allowed to sign.

Jane Alwalah from Westminster Adult Day Services - Do we write the rates and budget on the Appendix B attachment? And do you want us to use these forms?

**Aging-** Yes, please fill in the rates you are asking for, plus your private pay rate and your MA Waiver rate. Please list each service you are asking to contract with us with all the rates filled in for each. Please use the forms that are in the RFP packet.

Mahboobeh Sheteri from YWCA of Bethlehem - Is it ok for our Board President to sign as we do now?

**Aging-** yes, they can still sign.

### **In-Home Meal Service and Congregate Meals- 11:00-1:00**

JR said that he wanted to let the proposers know that they can bid for both services and either/or, meaning you can bid one just one. It is in the contract that you cannot subcontract.

Nick Nonnemacher from Meals on Wheels- If contracts are awarded by mid may- when is the official start? And is it for one year?

**Aging-** It will start July 1<sup>st</sup>. the RFP is for 3 years with 2 one year extensions that we have the option of doing. The county has us do one year contracts during that time.

### **Housing, Transportation and Senior Centers 2:30-3:15**

Edna Lopez from HAO- Past 3 years by May we were already finished with our money, Maria and I are the program and we spend extra hours. Is there going to be an increment to the contract this year?

**Aging-** We are allocated an amount by the state for your program, last year we did give an increase for 17/18 and we kept that in for 18/19. We are limited by what the state gives us and we are maxed out. We didn't put the 19/20 budget together yet so we don't want to give hope as we can't guarantee what will happen.

Edna Lopez from HAO- When you talk about increase, was it in units or price for the units?

**Aging-** In your contract we bumped up the budget amount and kept it at that amount for this current contract year. We have been flat lined for the last 10 years and our budget is pretty tight.

Maria Cruz from HAO- More and more clients and the money was finished before May as we start in July and then don't get our money until October (not the County money) then when the money comes in October, we have a lot of it already used. The landlords are waiting for the money

**Aging-** County pays your contract money from July (as long as your contract is executed). We asked for you to please put the numbers into a reports for us and we can take in to consideration what you do and talk to our Human Services Director. It would be helpful for us to know how many are turned away etc.

## Other Questions we have gotten in emails/calls....

What rate are we going to be giving this year?

**Aging-** we have not decided on a rate yet, please submit what you would like and we can tell you what we have decided and you can decide if you still want to contract with us if it's lower.

Do current providers need to do the RFP?

**Aging-** yes, all providers who would like to contract with us during the 2019-2024 RFP period need to complete the RFP packet by April 1<sup>st</sup>.

Can we get a list of addresses that we would be delivering meals to?

**Aging-** we cannot give out that information, you would get the address when the consumer is authorized to receive meals from you, they can be anywhere in Lehigh County.

Is this the same RFP as before?

**Aging-** for certain providers who can use the General RFP, it is very similar to the last one. All others need to use the one that is for their specific service/s.

Is this for the same services in our 2018-2019 contract?

**Aging-** Yes, this is the same services you are already doing.

Do you want the units and dollar amounts to reflect the entire four year period, fiscal year 2019-2020 only, or broken out by the four fiscal years.

**Aging-** You can put the units and dollar amount for just one year as you will still be doing a yearly contract after the RFP gets approved.

Is the unit rate fixed for all 5 years?

**Aging-** Possibly yes, in the past we have kept them the same throughout the RFP period. But for certain contracts, as we did in the last contract period- when we have gotten extra money- we will do an amendment to increase the budget amount for the year.

Can we just answer "yes" to the items that we have/do?

**Aging-** No, you must write out that you have/do this, not just put a YES next to each item that you are responding to.

Do we have to do both the General and the one that corresponds to our service?

**Aging-** No, you only have to do the one that is related to your service, if your particular service is not listed on one, then you do the General RFP.

Are the insurances the same as the current year and do we need to send the certificate in?

**Aging-** for the current providers, yes the insurances and limits have remained the same and you do need to send in a current certificate.