ACT Bidders Meeting Q&A 12.17.20

Q: If an agency is already contracted with Macomb County CMH does the agency need to resubmit the appendices and attachments?

A: Yes. Please submit the most recent versions of all forms being asked for in the RFP.

Q: Is there a “Document B?” There looks to be a “Document A and Document C, but no ‘B’.” (Clarifying question asked – Are you asking about the instruction sheet? “Yes.”)

A: The narrative is the “B” portion you see in the instruction sheet.

Q: Do the documents need to be in a specific order in the proposal?

A: There is no mandate or requirement that the documents are in any particular order. It is helpful when they are in the same order as found on the instruction sheet, for ease of reviewing and finding documents when reviewing the proposal.

Q: Will non-contracted programs, merging with an existing program, need to submit reference letters as though they were not previously contracted.

A: Yes. Treat it as if it were a completely new, non-contracted program.

Q: Is the 50 page limit a hard limit?

A: No, it isn’t a dealbreaker in terms of the committee’s decision-making process. If it is considerably longer than 50 pages, that will be considered. Additionally, longer is not necessarily better when it comes to these proposals.

Q: When it comes to the credentialing with verification, can we use the forms we currently use or are there forms that we should be looking for, specific to MCCMH.

A: You can use the forms you currently use.

Q: How many years of the credit history and report are you looking for?

A: Typically 3-5 years.

Q: Regarding criminal background checks, are you asking for the policy that we currently have and employ?

A: Yes. We would like you to list what your current policy and/or practices is/are.

Q: Our corporate compliance plan is rather long, would you like the entire thing?

A: If it is 10 pages or less include it. If it is longer than 10 pages, write a summary and indicate that you will submit the formal plan in its entirety upon request.

Q: In the RFP it indicates you would like our per diem rate. Do you want the per diem rate or per unit rate?

A: Do what is highlighted in the RFP, but you can break it down and include the unit rate. Different divisions of our agency sometimes like to see it broken out in different ways, so that would be helpful.

Q: Can we drop the RFP off before the deadline.

A: Yes.

Q: How many ACT programs will you be adding?

A: One for sure. That is not to say we will not or could not add more. If we get multiple bids, we would like to accept we may stagger start dates depending on capacity and potential for referrals.