



ADDENDUM #1
RFP-2021-DBH-04-MOBIL
Mobile Crisis Services and Supports

(Changes in text are **bold, italicized, and underlined.**)

On April 27, 2020, the New Hampshire Department of Health and Human Services published a Request for Proposals, soliciting Mobile Crisis services and supports, in New Hampshire Community Mental Health Regions IV, VI and VII.

The Department is publishing this addendum to:

1. Delete and replace Section 1, Introduction, Subsection 1.1, Purpose and Overview, Paragraph 1.1.1 with the following:

1.1.1. This Request for Proposals (RFP) is published to solicit proposals for the provision of Mobile Crisis services and supports, in New Hampshire Community Mental Health Regions IV, VI and VII (see Appendix F), to individuals, age 18 years or older, who are experiencing a mental health crisis, including those with a co-occurring substance use disorder. Mobile Crisis services and supports also include the provision of four (4) **single-occupancy** community crisis **bedrooms** (with no more than two (2) **bedrooms** per crisis apartment) certified under **New Hampshire Administrative Rule** He-M 1002, **Certification Standards for Behavioral Health Community Residences.**

2. Delete and replace Section 3, Statement of Work, Subsection 3.2, Scope of Services, Paragraph 3.2.2 with the following:

3.2.2 The selected Vendor(s) must provide a **total** of four (4) **single-occupancy** community crisis **bedrooms** (with no more than two (2) **bedrooms** per crisis apartment), which will serve as an **alternative** to hospitalization **or** institutionalization.

3.2.2.1. All crisis apartment beds must be certified under **New Hampshire Administrative Rule** He-M 1002, **Certification Standards for Behavioral Health Community Residences** and include:

3.2.2.1.1. At least one (1) bathroom with a sink, toilet, and a bathtub or shower;

3.2.2.1.2. Specific sleeping area designated for each individual (common areas shall not be used as bedrooms);

3.2.2.1.3. Storage space for each individual's clothing and personal possessions;

3.2.2.1.4. Accommodations for the nutritional needs of an individual; and



- 3.2.2.1.5. At least one (1) telephone for incoming and outgoing calls.
- 3.2.2.2. The selected Vendor(s) must limit an individual's stay at a crisis apartment to a maximum of seven (7) days, **unless the selected Vendor requests and receives written approval from the Department for an extension of the stay.**
- 3.2.2.3. The selected Vendor(s) must provide transportation for individuals from the site of the crisis to the apartment, and to their home or other residential setting after stabilization has occurred. Any staff member providing transportation must have:
 - 3.2.2.3.1. A valid driver's license;
 - 3.2.2.3.2. A properly inspected vehicle; and
 - 3.2.2.3.3. Proof that vehicle is insured.
- 3.2.2.4. The selected Vendor(s) must provide a list of discharge criteria as well as related policies and procedures regarding the apartment beds within 30 days of **the resulting contract effective date.**
- 3. Delete and replace Section 3, Statement of Work, Subsection 3.6, Performance Measures, Paragraph 3.6.1, Subparagraphs 3.6.1.1 with the following:
 - 3.6.1.1 100% of individuals identified **by the mobile crisis team** as "in need of **a face-to-face assessment**" **who agree to** an assessment in-home or in the community **will** receive **the** assessment from the mobile crisis team.
- 4. Delete and replace Section 3, Statement of Work, Subsection 3.6, Performance Measures, Paragraph 3.6.1, Subparagraphs 3.6.1.2 with the following:
 - 3.6.1.2 100% of individuals **not currently** receiving mental health services from a qualified provider **prior to contact with** the mobile crisis team will be offered **follow-up services** and **then referred to** a mental health provider for follow-up services, **as appropriate.**
- 5. Delete and replace Section 7, Proposal Outline and Requirements, Subsection 7.2, Paragraph 7.2.11, Required Attachments, Subparagraph 7.2.11.2, Outline and Detail, Part 7.2.11.2.1 with the following:
 - 7.2.11.2.1. Audited financial statements identified in Paragraph 3.8.5.



6. Delete and replace Appendix G with the following:

Appendix G

Details for Proposed Crisis Apartment's

All bidders must provide details of the proposed crisis apartments. At minimum, bidders must provide:

1. Identification of the proposed site.
2. A detailed explanation of any zoning, building requirements or renovations, or other requirements (e.g. certifications, licenses) that need to be addressed prior to occupancy and the bidder's plan for resolving such requirements.
3. Documentation of ownership or lease, if applicable.
4. Letters of commitment from:
 - a. Current property owner, if not already owned by the bidder, and a detailed description of the purchase or lease of the site to the bidder, including a timeline for completion that ensures occupancy can be achieved by October 1, 2020; and
 - b. Developers, if apartments are to be developed, or contractors, if apartments will require renovations, including a timeline for completion that ensures occupancy can be achieved by October 1, 2020.

DHHS reserves the right to disqualify any bidder that does not provide this documentation in the proposal submitted.