



OFFICIAL RESPONSES TO VENDOR QUESTIONS  
 RFP-2021-DCYF-02-ROADM

No.	Question	Answer
1.	<p><b>Section 3, Statement of Work, Subsection 3.2, Scope of Services Subparagraph 3.2.5.2.</b></p> <p>When the RFP refers to “placement providers”, are these the homes where children are living (foster homes, relatives)?</p>	<p>Yes, these would be the foster parents or relative caregivers who are caring for the child(ren) placed with them.</p>
2.	<p><b>Section 3, Statement of Work, Subsection 3.2, Scope of Services, Subparagraph 3.2.7.</b></p> <p>Does the 3 month follow-up meeting with individuals who attended the Ice Breaker Meeting include everyone who attended the meeting, or just the family?</p>	<p>Yes, it includes everyone who attended the initial Ice Breaker (10-day meeting).</p>
3.	<p><b>Section 3, Statement of Work, Subsection 3.2, Scope of Services, Subparagraph 3.2.10.</b></p> <p>What is meant by “explore relative and natural support”. Is DCYF still going to approve appropriateness of relatives?</p>	<p>Yes, DCYF will still be responsible for approving the appropriateness of relatives. What is meant by exploring is that the Vendor will gather information from the birth family at the initial Ice Breaker meeting about relative and natural supports, and using tools provided by DCYF, they will reach out to them to gauge interest, etc.; and then communicate that information to the DCYF worker. This is meant to be an additional support to DCYF staff to help locate and evaluate relatives and natural supports from the beginning of the child’s placement.</p>
4.	<p><b>Section 3, Statement of Work, Subsection 3.2, Scope of Services, Subparagraph 3.2.15.</b></p>	<p>Yes, the DCYF Program Manager will provide training to the Vendor on how to navigate Bridges and enter the necessary information for the purposes of this procurement. If additional</p>



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	DCYF is going to allow Vendors to have access to NH Bridges? Is DCYF going to train Vendors on use of Bridges?	training is needed, the DCYF Program Manager will work with the appropriate staff to secure the necessary training.
5.	<p><b>Section 3, Statement of Work, Subsection 3.4, Performance Measures Subparagraph 3.4.1.3.</b></p> <p>Can this be explained further?</p>	<p>There are two meetings that must occur within the first four months (assuming the child is still in care at that time). The Ice Breaker meeting shall occur 10 days after the child is removed and a follow up meeting shall occur 3 months later. Therefore, both meetings shall occur within the first 4 months of the child's placement episode. DCYF is also accounting for special circumstances that may prevent a meeting from occurring timely; therefore, we are asking that 80% of all cases have the first two meetings occur within the first 4 months of placement as outlined above.</p>
6.	<p><b>Section 3, Statement of Work, Subsection 3.4, Compliance, Subparagraph 3.5.3.3.</b></p> <p>Is this referring to a signed contact log by the client?</p>	<p>This refers to a sign-in sheet provided at the meetings and the Roadmap to Reunification specialists entering data in Bridges in regards to the meetings. The vendor is required to use the data in their reports to DCYF.</p>
7.	<p><b>Section 4, Finance, Subsection 4.1, Financial Standards, Subparagraph 4.1.1.</b></p> <p>Is the funding for the Roadmap to Reunification Services requested in the RFP tied to Family First funding?</p>	No.,
8.	<p><b>Section 4, Finance, Subsection 4.1, Financial Standards, Subparagraph 4.1.1.</b></p> <p>Is the funding for Roadmap to Reunification Services requested in the RFP currently or</p>	<p>No, the funding for Roadmap to Reunification is provided by the Title IV-B federal formula grants.</p>



No.	Question	Answer
	<p>anticipated to be funded by Medicaid or Title IV-E funding?</p>	
9.	<p><b>Section 7, Proposal Outline and Requirements, Subsection 7.3, Outline and Detail, Subparagraph 7.3.5.1.</b></p> <p>Does the RFP’s requirement in this section to ‘address every section of Section 3 Statement of Work’ in the proposal narrative refer to all of the sections in 3.2. Scope of Services or does it also include sections 3.3. Reporting Requirements, 3.4 Performance Measures, 3.5 Compliance, and 3.6 Contract Monitoring Provisions?</p>	<p>The Proposer must answer all questions and must include all items requested, being sure to address all portions of the entire Section 3, Statement of Work, even though certain sections may not be scored.</p>
10.	<p><b>Section 7, Proposal Outline and Requirements, Subsection 7.3, Outline and Detail, Subparagraph 7.3.11.1.3.</b></p> <p>Can the Department provide the instructions and requirements for section 7.3.11.1.3 since there is no information on this requirement in the RFP?</p>	<p>This is a typographical error, section 7.3.11.1.3. was added by accident and is being removed as indicated in Addendum #1.</p>
11.	<p><b>Section 7, Proposal Outline and Requirements, Subsection 7.3, Outline and Detail, Subparagraph 7.3.11.1.1.</b></p> <p>Are proposals required to include the answers to questions in Section 3 in the ‘Required Attachments’ section AND in the</p>	<p>The Proposer’s Proposal Narrative must include the answers to all questions in Section 3, being sure to address all portions of Section 3 in their answers. Proposers are encouraged, but not required, to include a Word version of the proposal narrative in the electronic copy being submitted. Additionally, The following are required statements that must be included with the Technical</p>



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	Proposal Narrative, Project Approach, and Technical Response section as instructed in section 7.3.5, page 30 of the RFP?	Proposal. The Proposer must complete the correlating forms found in the RFP Appendices and submit them as the “Required Attachments” section of the Proposal: 7.3.11.1.1. Answers to questions in Section 3. 7.3.11.1.2. Appendix C, CLAS Requirements.
12.	<p><b>Section 7, Proposal Outline and Requirements, Subsection 7.3, Outline and Detail, Subparagraph 7.3.8., Subcontractor Letter of Commitment</b></p> <p>If subcontractors will not be utilized for proposed services, should a statement be included in the proposal that this section is not applicable?</p>	Yes, that is fine.
13.	<p><b>Section 7, Proposal Outline and Requirements, Subsection 7.3, Outline and Detail, Subparagraph 7.3.9., New Hampshire Certificate of Good Standing</b></p> <p>Is the New Hampshire Certificate of Good Standing required to be submitted with the proposal?</p>	The Certificate of Good Standing is not required at the time of proposal submission as indicated in Section 7.3.9.
14.	<p><b>Appendix F. Roadmap to Reunification Catchment Areas:</b></p> <p>Can the Department provide the anticipated average number of families referred for Roadmap to Reunification</p>	For the last 10 months (July 1, 2019- now) Berlin 17, Conway 15, Littleton 10, Claremont 41, Keene 33, Laconia 45, Concord 95, Manchester 73, Rochester 100, Seacoast 39, Southern 38



No.	Question	Answer
	services annually per catchment area?	
15.	<b>Appendix F. Roadmap to Reunification Catchment Areas:</b> Are the 30-40 hours per week indicated for each catchment area inclusive of the total amount of Roadmap to Reunification services provided for all referred clients in that catchment area?	Yes. However we do encourage proposers to provide how they would achieve statewide coverage.
16.	<b>Appendix F. Roadmap to Reunification Catchment Areas:</b> Is it expected that designated workers for each catchment area will be physically located at the Department's office in that area for the required hours per week?	Yes.
17.	<b>Appendix F. Roadmap to Reunification Catchment Areas:</b> Can an agency submit a proposal for Roadmap to Reunification Services for specific catchment area(s)?	It is the preference of the Department that the agency cover the entire state, but the agency could subcontract with the larger agency to cover an area of the state as outlined in the Subcontracting section of the RFP.