

## 2018 OAA RFP INQUIRIES

1. In 3E there is funding for Chore in Monroe but not in Miami-Dade?

*Response: Based on historical expenditures, funding is made available under IIIE for Chore in Monroe County but not in Miami-Dade. Historical expenditures have demonstrated that the allocations for Monroe County for this Service under this Title have been fully expended. In Miami-Dade, however, significant surpluses have been realized for this service under this Title in the past. Please note however, that the Chore service is available under IIIB in both counties.*

2. Electronic copy USB, is there one USB required for Module A and one for Module B or 1 USB for both parts?

*Response: Section D, page 51, fifth paragraph describes what is required for submission for Part A which includes a USB flash drive. Section D, page 51, sixth paragraph describes what is required for submission for Part B which includes a USB flash drive. Therefore, separate flash drives are required for Part A and Part B.*

3. Is there a checklist for applicants?

*Response: A separate checklist was not included in the RFP for applicants.*

4. Where can the word document application be found or downloaded?

*Response: Word Documents of the Applications for each Title will be posted on the Alliance Website in the same location as the RFP.*

5. V.A. Organizational Capability Package “Provide a copy of a current license for each service and/or individual that requires license as set forth in this RFP” If the applicant will be using subcontractors for some of the services that they are bidding on, would we be required to include the business license for the subcontractors as well?

*Response: Any license that is required for an applicant to provide services directly is also required to be submitted for any subcontractor.*

6. Do we need to attached license and certification for each of the subcontractors?

*Response: Yes*

7. Part B- On page 54, states “There are two elements that are scored, the proposed unit rate and **leverage afforded by additional resources**” please explain what’s the leverage afforded additional resources is?

*Response: “Leverage afforded by additional resources” is funding received over and above the match requirement from other sources that is used to expand each specific service that the applicant is bidding for.*

8. Does provider need to bid on SCAS, or is SCAS awarded based on the funding awarded to the provider?

*Response: An Applicant does not need to bid on these services as the funding for these services will be allocated in accordance with the conditions for each Title as set forth in the RFP.*

9. Are registries allowed to be contracted as providers ?

*Response: Any entity considering applying as an OAA provider should refer to Appendix A of the DOEA Programs and Services Handbook to determine the provider requirements for each service.*

10. Who are the present contracted agencies under Title III B and III E ?

*Response: Please refer to the Alliance Website at [www.allianceforaging.org](http://www.allianceforaging.org) under the Provider tab.*

11. What are the annual unduplicated consumer numbers for each agency by service category for Title III B and III E ?

*Response: As this information is not readily available in a user friendly format, this information will be compiled and made available on the Alliance’s website under the 2018 OAA RFP prior to the Application submission date.*

12. What are the unit cost without match for each agency by service category for Title III B and III E ?

*Response: As this information is not readily available in a user friendly format, this information will be compiled and made available on the Alliance's website under the 2018 OAA RFP prior to the Application submission date.*

13. What is the latest annual unit billing for each agency by service category for Title III B and III E ?

*Response: As this information is not readily available in a user friendly format, this information will be compiled and made available on the Alliance's website under the 2018 OAA RFP prior to the Application submission date.*

14. Clarification for Page 43, Section C.1.d. Does this mean that if an agency is awarded \$100,000, then the match would be \$10,000. If the agency spends out less than the \$100,000 the full match of \$10,000 will be still be applicable ?

*Response: Yes*

15. How can we obtain redacted copies of previous winning submissions ?

*Response: To receive this information, please contact and make an appointment with the RFP contact person, Stan McNeese. This 2012 OAA Award information will be provided on a Flash drive or CD during that appointment. There will be a charge for the cost of the Flash drive.*

16. How is the funding determined for each service area?

*Response: Service Area funding is determined by historical spending as indicated in the surplus/deficit reports completed by providers together with numbers of current clients receiving services so as to minimize displacement.*

17. What is the formula for determining the maximum allowed rate for each service?

*Response: The maximum allowed rate used for this RFP is the current maximum rate contracted with DOEA which is based on the highest rate paid to any current provider.*

18. Why does personal care and homemaking rates need to be the same when they clearly two separate services with PECA requiring a higher level of skill?

*Response: Personal Care and Homemaking rates do not need to be the same. Refer to page 8 Section 2.a. which specifies that “successful applicants will bid funding for each service within the bundle... Each service within a bundle shall have a supported unit cost...”.*

*We will amend the first sentence following the title “For Homemaker, Personal Care, Chore, Escort, Shopping Assistance and Companionship” on page 10. It will be amended to read, “For purposes of determining the lowest unit rate, only the unit rate proposed by the Designated Provider for Personal Care services will be used.”*

19. Please provide more examples of “anticipated all other sources”, could these be other grants such as WAP, SHIP, LIHEAP?

*Response: No. “Anticipated all other sources” refers only to anticipated sources of funding that will be used for the specific service(s) that the applicant will be applying for. Examples of additional resources may include United Way, County and Municipal funding.*

20. Who is the contact person at the AAA for this RFP? Since Stan is no longer with the AAA

*Response: The contact information in the RFP is correct.*

21. Can we obtain the RFP in a word document version instead of PDF?

*Response: Please refer to question #4 above. Only the Application will be made available in Word format.*

22. Page 54 states the contract module will be scored on two elements – the adjusted unit rate and the leverage afforded by additional resources that complement the OAA services- what would be the definition of complements the OAA services?

*Response: See answers to questions #7 and #19 above.*

23. For Title IIIB, supportive services apply as the direct provided and check next to subcontractor?

*Response: For Title IIIB, supportive services, indicate a yes or no for each service that you intend to provide directly or subcontract. If you intend to provide a service directly as well as subcontract, indicate yes for both.*

24. Is the Unit Cost Grid table 4?

*Response: Yes. The RFP will be amended to clarify instructions pertaining to the Unit Cost Grid.*

25. For the unit cost grid, we are to enter current unduplicated OAA clients, does current mean the current 2018 OAA grant we are now in?

*Response: Yes.*

26. If you are applying for a new service that you don't have under your current OAA grant, such as escort, do you leave "current unduplicated OAA clients blank?"

*Response: Yes. However, an applicant would indicate the "projected annual new OAA clients"*

27. Titles IIIB and IIIE service grids say to place a check in the box to the left of each service and Titles C1 and C2 service grids say to place a Y or N? is this accurate or should all titles be the same?

*Response: All Titles should be the same. Instructions will be revised for all Service Grids for all Titles.*

28. For each titles “table of contents”, for part B, there is no place for Federal assurances, appendix XI, but VI and VII are listed on the table of contents? Do we add the Federal Assurances to the table of contents for each title?

*Response: Yes. The Table of Contents for each Title will be amended to include the reference of “OAA Federal Assurances.”*

29. The table of contents for C1, C2 and IIIE titles mention organizational Capability Pull out package and the table of contents for IIIB doesn’t mention “pull out”, can you please clarify if the instructions are for these to be pull out sections from the binders?

*Response: Section D.2.c in the body of the RFP states that the Organizational Capability Package “should be included in a manner that will allow them to be pulled out of the RFP proposal packet and reviewed separately.”*

30. For the application section for title IIIE (VIII-4-18), IV- Applicants qualifications and prior experience, question #1 references IIIC1? Is this a typo and it should be IIIE?

*Response: Yes. This will be amended in the RFP to reflect IIIE rather than IIIC1.*

31. Can the AAA share the unit rates for all currently funded agencies?

*Response: As this information is not readily available in a user friendly format, this information will be compiled and made available on the Alliance’s website under the 2018 OAA RFP prior to the Application submission date.*

32. Why is there a difference between C1 and C2 nutritional counseling rate? The dietician would have the same rate per hour?

*Response: The rates in the RFP are based on the highest rates currently contracted.*

33. Why is Adult Day Care funding offered under title IIIE for Miami Dade and Monroe County?

*Response: This is a service that has not been funded previously in Monroe County and there are no additional funds for this service in Monroe County. Please note however, that Facility Based Respite is available.*

34. Does the AAA have any gaps in service (geographically, culturally, language barriers, etc.) where they need new providers?

*Response: Please refer to PSA 11 2017-19 Area Plan posted on the Alliance for Aging Website at [www.allianceforaging.org](http://www.allianceforaging.org)*

35. I would like a copy of the most recent highest scoring application(s) for the following categories; recreation, transportation, shopping assistance, congregate meals, home delivered meals.

*Response: To receive this information, please contact and make an appointment with the RFP contact person, Stan McNeese. This 2012 OAA Award information will be provided on a Flash drive or CD during that appointment. There will be a charge for the cost of the Flash drive.*

36. I have a question as to Statement of No Involvement. We presently have a grant for hot meals delivered to participant's home with Alliance. I wanted to know if we are qualified to apply for this RFP for the same service (HDMH). Thank you for your cooperation in this matter.

*Response: The Statement of No Involvement seeks a certification from each Applicant that the Applicant, or any person having an interest in the Applicant, has not been awarded a contract by the Alliance for Aging on a non-competitive basis to develop the RFP or a program similar to what it is contained in the RFP or perform a feasibility study concerning the scope of work contained in the RFP. To the extent that the contract identified in your question does not include such services, then the existence of such contract would not preclude the requested certification.*

37. For modified diets or meals, it reflects that the Designated Provider shall make reasonable efforts to provide these meals which need a physician's written or verbal order in addition to the RD's expertise. What would the reimbursement rate for these meals be since these would not be traditional hot/cold or Kosher?

*Response: All meals must fall within the maximum rates specified in the RFP.*

38. The maximum allowable rate for Companionship is \$8.00. Although Volunteers are encouraged, this rate is less than the current Florida minimum wage of \$8.25. Please confirm if this rate is accurate.

*Response: The rates in the RFP are based on the highest rates currently contracted.*

39. Appendix IV reflects that the Provider should run monthly CIRTS reports and verify that client and service data in CIRTS is accurate. This report must be submitted to the AAA with monthly request for payment and expenditure report. Please verify that you are referring to the "units" report in CIRTS.

*Response: Yes.*

40. Contract for the provision of food that have no closures temporary or permanent or administrative complaints related to food safety in the past 12 months. Where can we obtain a list of vendors that have clean slates? What if there are none?

*Response: Inspection reports for each individual caterer can be obtained at Department of Business and Professional Regulations (DBPR). Current providers have contracts with caterers who meet these requirements.*

41. Affidavit of Compliance form is dated September 21, 2017. Please confirm if this is the most current form.

*Response: Yes.*