ADDENDUM # 1

From: Lena Butler, Purchasing Supervisor
To: All Bidders
Project: RFP # 20-0085 In-Home Aide Services
Date: August 7, 2019

This addendum is related to the County’s Request for Proposals “RFP # 20-0085-In-Home Aide Services” and is hereby made a part of said Request for Bids to the same extent as though it were originally therein.

Questions Received:

1. Are out of state bids accepted? Out of state bids are accepted. However, the agency must be licensed in NC, meet or exceed NC Division of Health Service Regulation, NC Home and Community Care Block Grant policies & procedures, and laws. A local office within 90 minutes of a client is required.

2. Additionally, on average, how many patients will require service? Of those patients, what is the average number of hours each patient receives? The number of patients and hours can vary during the year based on patient need and natural attrition due to hospitalization, receiving outpatient skilled care, level change, etc. The number of patients currently served in each level are; 3 level I, 11 level II, and 14 level III. Based on the total number of hours’ projected vs. number of patients, the average hours per month per patient for each level are: 14 level I, 39 level II, and 54 level III. Based on the assessed need, some patients received less than are more than the average.

3. Who are the current contractors providing IHA services? Interim Health Care

4. What are the current rates for each of the three IHA service levels? Level I $16.96, Level II $17.26, Level III $17.45

5. Please confirm that pages 32-34 are considered the Bid Proposal Form. Yes, pages 32-34 are a part of the Bid Proposal. Fillable forms can be found at: https://www.ncdhhs.gov/documents/home-and-community-care-block-grant-hccbg-county-budget-instructions-documents

6. Please confirm or advise that the County desires that proposal be submitted in the order outlined in the “Attachment to Proposal” section on page 33 of 65. The County prefers the proposal to be submitted in the order outlined on page 33. However, bids will be accepted if all documents are included in the bid proposal. It is recommended documents are clearly labeled.
7. Please advise if the requested background checks can be submitted upon award. We are concerned with the potential release of confidential information. Yes, background checks can be submitted upon award. In the bid proposal, please submit the agency’s method and policy on background checks. If the bidder is selected, the County will need the requested background checks prior to the contract execution.

8. Page 38 of 65 – Management Questionnaire – The first section says:

“The Management Questionnaire seeks specifics on how the proposer will oversee the actual service delivery to assure:
___ Quality and delivery requirements are met;
___ Fiscal systems accurately track and report revenue and expenditures; and
___ All contract terms are met.”

Are we to provide check marks in the available spaces to assure that we will meet those obligations? Or are we to provide attached responses that address each of those items? Please provide attached responses that addresses

___ Quality and delivery requirements are met;
___ Fiscal systems accurately track and report revenue and expenditures; and
___ All contract terms are met

9. Page 40 of 65 – Management Questionnaire – item 13, References – What is the minimum and/or maximum number of references required? References minimum is 2 and maximum is 5