



**REQUEST FOR PROPOSALS: QUESTIONS AND ANSWERS**  
**Solicitation Item: RFP# PPB\_2018-001. Inpatient Psychiatric Hospital Services**

Addendum:

To: Interested Applicants/Proposers

From: Heath Frederick, Contracts Manager

Date: July 26, 2017

This document includes responses to all questions submitted to date, regarding RFP#: PPB\_2018-001. Any additional information required by interested providers must be emailed to [hfrederick@ntbha.org](mailto:hfrederick@ntbha.org) with the Subject Line "RFP#: PPB\_2018-001."

1. RFP Amended (07/24/2017):

Please be advised that the emailed invitation to RFP#: PPB\_2018-001 listed an incorrect due date of July 31<sup>st</sup>, 2017. The RFP Timeline correctly indicates an August 2<sup>nd</sup>, 2017, due date. Please adhere to the latter of the two dates and submit any and all proposals by 12:01pm (noon) on Wednesday, August 2<sup>nd</sup>, 2017.

Additionally, the emailed invitation to RFP#: PPB\_2018-001 states the funds allocated by HHSC shall be used to procure a guaranteed number of twenty (20) total Private Psychiatric Beds, while section IX. Cost Proposal, states funds allocated by HHSC shall be used to pay for no more than twenty-five (25) Private Psychiatric Beds per day. To clarify, HHSC has allocated funding based on historical data reported and projects to pay a daily range of 20 to 25 (maximum) Private Psychiatric Beds, across the contracted hospitals.

2. RFP Clarification Notice (07/25/2017):

Please be aware that in the Request for Proposals (RFP#: PPB\_2018-001), Section II of the application (*Staffing*), is requesting a copy of the provider's Equal Employment Opportunity (EEO-1) Employer Information Report. If the provider does not have a current EEO-1 on file with the US Equal Employment Opportunity Commission, simply indicate as such in the application along with a statement regarding the status of a newly filed EEO-1.

*"Is the EEO-1 Form (Equal Employment Opportunity; Employer Information Report) only required for those with more than 100 employees?"*

According to [www.eeoc.gov](http://www.eeoc.gov) ....

Standard Form 100 (EEO-1) must be filed by all private employers who are:

1. subject to Title VII of the Civil Rights Act of 1964 (as amended by the Equal Employment Opportunity Act of 1972) with 100 or more employees EXCLUDING State and local governments, primary and secondary school systems, institutions of higher education, Indian tribes and tax-exempt private membership clubs other than labor organizations;

OR

2. subject to Title VII who have fewer than 100 employees if the company is owned or affiliated with another company, or there is centralized ownership, control or management



(such as central control of personnel policies and labor relations) so that the group legally constitutes a single enterprise, and the entire enterprise employs a total of 100 or more employees.

3. QUESTION: *“The third paragraph outline functions for defined patients that is not most appropriately carried out from an in-pt. bed but on a stabilization unit and so we will proceed with our response to fulfill the functions required in the RFP. Will this meet your requirements?”*

ANSWER: NTBHA is currently seeking proposals for Inpatient Psychiatric Hospital Services, for the procurement of approximately twenty Private Psychiatric Beds. The Request for Proposals (RFP#: PPB\_2018-001) must include a bid pertaining to Private Psychiatric Beds (*Cost Proposal #1*). However, providers are afforded a chance to present optional bids in addition to the Inpatient Psychiatric Hospital Services/Private Psychiatric Beds proposal, including bids that may be of better value to the community, priority population, and NTBHA. Section IX. Cost Proposal (page 16), also provides an opportunity to detail examples of value-added services available at your facility.

Any complete proposal received that includes all required grant elements will be evaluated for best value, and consideration for contract award.

4. QUESTION: *The third paragraph in the NTBHA RFP outline functions for defined patients that is not most appropriately carried out from an in-pt. bed but on a stabilization unit and so we will proceed with our response to fulfill the functions required in the RFP. Specifically, referring to the following language: “level of care provides intensive behavioral stabilization in a licensed, secure, psychiatrically supervised facility.” Will that meet your requirements?*

ANSWER: Please see above answer. Providers are granted the opportunity to submit any additional proposal that the provider deems is of best value (see section IX. Cost Proposal (a) Proposal #2), however NTBHA is not at liberty to offer recommendations.