ADDENDUM NINE REQUEST FOR APPLICATIONS FOR CRISIS RESIDENTIAL TREATMENT PROGRAM AT LAC+USC MEDICAL CENTER

Questions and Answers

December 4, 2023

1. Please provide clarity in section 2.3, page 4:

a) What linen services are required?

Response: Linen service (16-bed) for residents admitted to the CRTP facility.

b) What security services are required?

Response: Security services for 16-bed pod.

2. Attachment 1 – Sample Contract: County Claims Processing Information System Section 3.11.3 states the only units which will be reimbursable at the Annual Cost Report Reconciliation and Settlement shall be those submitted into the County's claims processing information system. How does cost reporting and annual reconciliation functionally correlate with the amounts the Contractor submits in the Budget Form? Are all costs reconciled with the County?

Response: This language is no longer applicable per CalAIM and was included here erroneously. Here is the revised language:

3.11.3 County Claims Processing Information System:

(1) Notwithstanding any other provision of this Contract, only units of service submitted by Contractor into the County's claims processing information system shall be counted as delivered units of service.

(2) Notwithstanding any other provision of this Contract, the only units of service which shall be considered valid and reimbursable shall be those units of service that are submitted by Contractor into the County's claims processing information system by the County's year-end cutoff date in accordance with the terms of this Contract and its exhibits thereto, including but not limited to Exhibit A (FINANCIAL PROVISIONS), and which are not voided, replaced and/or denied for any reason, except due to the fault of the County. Notwithstanding any other provision of this Contract, claims entered into the County's claim processing information system shall be attributed to a specific Funded Program and Subprogram based upon the plan identified by Contractor when submitting the claim into the County's claims processing information system.

(3) Contractor shall train its staff in the operation, procedures, policies, and all related use, of the County's claims processing information system as required by County. County shall train Contractor's designated trainer in the operation, procedures, policies, and all related use of the County's information system.

3. Attachment 1, Sample Contract, Exhibit A, Section D1: The Sample Contract states "For mental health services claimed and billed through the County's claims processing information system or through an invoice process…"

a) Please clarify whether the County will require Contactors to use the County's claim processing information system or an invoice process.

Response: Yes. Contractor must use County's claim system – Integrated Behavioral Health Information System (IBHIS). See Sample Agreement, section 9.2, subsection 9.2.5.

b) Please explain how this translates into Contractor payment; do Contractors enter hours worked into the claims system?

Response: Yes, Contractor enters units of service into IBHIS. Please see Sample Agreement, Attachment A, Financial Exhibit.

c) Which mental health services qualify for an invoice versus a claims process?

Response: Mental Health services, including CRTP services are claimed through the County's claims processing information system. Startup costs, if applicable, are invoiced.

4. Appendix A, Sample Contract, Section M: Please confirm startup costs are not considered a CFA (Cash Flow Advance) and are therefore not deducted from future payments.

Response: Start-up costs will not be considered a cash flow advance and will not be deducted from future payments.

5. Appendix A, Sample Contract, Section 7.6.3: Please confirm the references to the County's "sole judgment" within section 7.6.3 subject to a "reasonableness" standard.

Response: Yes, the County endeavors to keep a reasonableness standard that includes input from Program leads, fiscal and County legal counsel when appropriate.

6. Appendix A, Sample Contract, Section 8.6.2: Please confirm the references to the County's "sole judgment" within section 8.6.2 subject to a "reasonableness" standard.

   Response: Yes, the County endeavors to keep a reasonableness standard that includes input from Program leads, fiscal and County legal counsel when appropriate.

7. Appendix A, Section 9.17 states the County is only obligated to provide "space and all utilities (gas, electricity, and water) for nonclinical services," but then goes on to include "testing facilities" which are clinical for the purpose of providing services under the Contract. Will the County please clarify the parameters of space and utilities of space and utilities that it shall provide?

   Response: The County will be responsible for electric, water, and janitorial service.

8. Exhibit 9, Budget Template: Please confirm annual amounts should be entered for all costs (cost per FTE, benefits, supplies, food, recruitment, equipment needed, etc.) The confusion is that there is a tab titled Bundled Daily Rate which is referenced on the Proposed Budget Summary Tab.

   Response: Yes. Annual amounts must be entered.

9. Exhibit 9-Budget Template: The forms appear to only allow for one year of pricing. Will payment amounts past the initial contract term ending 6/30/24 be negotiated as there will be inflationary pressures which will need to be addressed?

   Response: DMH will annually review/assess rates for the cost of living/inflation factor, pending directives from the Los Angeles County Board of Supervisors and State Department of Health Care Services.

10. Who is responsible for the cost of any wireless connectivity/access to the units? The Contractor provides this, are there any preferred/existing vendors that can be leveraged to provide this service?

    Response: The County will provide secure wireless network access. If the Contractor would like to bring in their own wireless network as an additional option

at their expense.

11. Who will be responsible for providing network infrastructure (switches and firewalls) - the facility or the Contractor?

Response: The County's Internal Services Department (ISD) provides the network. Anything above and beyond existing infrastructure must be provided and paid for by the selected Contractor.

12. If structured cabling is required, who is financially responsible - the facility or the Contractor?

Response: Structured cabling is already in place. If there is additional cabling required, it will be at the Contractor's cost and the vendor selected for cabling work must be approved by the County.

13. Will the facility provide telephones for the Contractor, or is this a Contractor responsibility?

Response: Telephones in the facility run on a VOIP platform which is provided by the County. If the selected Contractor wishes to install additional/traditional lines, they will have to encumber the additional cost.

14. Will the facility provide a standard POTS telephone line for the Contractor's fax machine, or will the Contractor provide?

Response: The County will provide one standard POTS line. If additional lines are required, it will be at the selected Contractor's cost.

15. Is the Contractor responsible for Local Area Network (LAN) Services, or will this be available in the facility?

Response: The County provides the cabling; however, the Contractor will be response for providing the switches, router, etc. for their LAN.

If the facility will provide, can the Contractor PCs reside in the Contractor's Active Directory Domain, or must they reside in the facility's Active Directory Domain?

Response: Contractor PCs will reside on the Contractor's LAN.

If the contractor will provide:

- How many wiring closets service the PCs that will be used by the

Contractor?

Response: There is one IDF room.

- Will the Contractor be allowed to use existing network drops?

Response: Yes.

- Will the Contractor be allowed to use existing fiber to interconnect wiring closets if required?

Response: Yes.

- If additional cabling (fiber or network drops) is required, is the Contractor responsible for the cost of the additional cabling, or the facility?

Response: The Contractor

16. If the Contractor is required to provide internet, LAN, Wi-Fi, and end user equipment, are there any restrictions to the products used, or can the Contractor implement its standard design and equipment?

Response: Basic infrastructure is provided by the County. However, if the Contractor wishes to bring in their own products and equipment, prior approval by the County is required.

17. Are there operational security camera systems already installed in the designated area for the proposed program? Who is responsible for the maintenance and cost of this equipment? If no cameras are currently installed, is wiring set up for such cameras?

Response: There are CCTV cameras installed at the site. If additional cameras are required, it would be at the selected Contractor's expense; however, the County must approve the installation of additional cameras. The County is responsible for maintenance of the camera system.

18. Is there an operational radio system available, or should this be provided by the Vendor?

Response: No. It the selected contractor wishes to install an operational radio system; it will be at the Contractor's expense. The County will need to approve such system.

19. Please confirm the County is responsible for the cost of patient telephones.

Response: There are no telephones in patient rooms.

20. Please confirm selected vendors will have their own designated IT closet, not shared with other Vendors.

Response: Confirmed

21. Please confirm the Contractor would not be responsible for the costs associated with general medical issues such as HIV medications, Hep C medications, out of facility care, cancer treatments, dialysis, etc.

Response: The Contractor is responsible for working with the conservator to procure the necessary treatments the client requires for adequate and appropriate medical care, including medication.

22. Please provide a description of how services will be shared between the CRTP and the RCV/greater facility.

Response: Landscaping and waste management services are paid for by the County.

23. The RFP timeline provides that answers to questions will be posted on 11/22. Given that Thanksgiving falls on 11/23, that would provide 5 business days prior to the response deadline for proposers to adjust their responses and proposed budget template forms based on answers to questions. Would the County consider extending the deadline by two weeks from the date answers to questions are posted?

Response: The solicitation has been extended through 12/21/2023 at 12 p.m. Pacific Time.