

**REQUEST FOR APPLICATIONS NO. DMH091521B1
24-HOUR RESIDENTIAL TREATMENT AND ACUTE PSYCHIATRIC INPATIENT
CONTRACT FOR ADULT PSYCHIATRIC HEALTH FACILITY AT RESTORATIVE
CARE VILLAGE
ADDENDUM NUMBER THIRTEEN
APPLICANT QUESTIONS AND ANSWERS #1**

Contract, Evaluation, Timeline

1. Addendum 13 RFA : Please clarify if proposals are submitted via email to SolicitationsTeam@dmh.lacounty.gov or if there is another process for proposal submissions.
 - A. Yes, all applications should be sent to SolicitationsTeam@dmh.lacounty.gov, with the subject “RFA 091521B1 – Addendum 13 Application”. Please see the revised timeline shared in the file titled “10._RFA_DMH091521B1_Addendum 13_Timeline_Change”.
2. Attachment I-Application, 2.0 Applicant’s Minimum Mandatory Requirements (pg. 1): This section states “If the Applicant does not fully meet all requirements indicated in subparagraphs 2.1 through 2.4 of Paragraph 2.0...” Please provide section 2.4.
 - A. This was a typographical error. The Minimum Mandatory Requirements (MMRs) indicated (i.e. 2.1 through 2.3) represent the exhaustive list of MMRs.
3. Attachment I-Application, 2.0 Applicant’s Minimum Mandatory Requirements (pg. 1): Please confirm whether applicants must possess a current Psychiatric Health Facility (PHF) license, CMS certification, and/or Los Angeles County LPS designation at the time of proposal submission, or whether these may be obtained during the implementation period following contract award.
 - A. Per Minimum Mandatory Requirement 2.1, at the time of application, applicants must be licensed as a Psychiatric Health Facility or as an Acute Psychiatric Hospital by the California Department of Public Health.

CMS/Medi-Cal certification and LPS designation will be coordinated by Los Angeles County Department of Mental Health (LACDMH) with contract awardee.

4. Attachment II- Sample Contract, 5.1 Reimbursement (pg. 13): Please provide the referenced "Exhibit A" titled "Financial Provisions".

A. Exhibits to the Sample Agreement are included as an attachment to this Q & A addendum. Additionally, please note that Exhibits Q,R,S, and T are included as hyperlinks in Exhibit L and have not been omitted. Applicants are not required to complete these exhibits; these exhibits are strictly required prior to executing an agreement if awarded.

5. Please confirm that for Required Forms (Section F) items listed as "Intentionally Omitted," bidders are not required to include a response for Exhibit 6 and Exhibit 14

A. Yes. Items indicated as "intentionally omitted" are not required.

6. May bidders utilize Adobe Sign for required signatures?

A. Yes. Electronic signature on required forms is allowable.

7. What is the anticipated or desired dates/timeline for the following:

- Proposal Award
- Contract Negotiations
- Building Readiness
- Start-Up Period
- Program Opening Date

A. While we expect to move through this process as soon as possible, we cannot provide a timeline as this will depend on number of responses received, review of responses, proposed award, and contract negotiations.

8. Please confirm that narrative attachments (i.e., financial statements) and attachments to better demonstrate the program operations information (flow charts, graphics, etc.) do not count toward page limits.

A. Attachments do not count toward page limits.

9. Can the County please provide additional information on how the Scoring criteria and how points will be awarded in the different categories?

A. A panel of subject matter experts (SME) will evaluate and score each proposal. Total possible points are indicated on the RFA Application document.

10. Please confirm that applicants' response to the MMQs will serve as the proposal narrative.

A. Applicants must submit narratives to be evaluated and include documents to substantiate provided narratives (specific examples of documentation provided in Section 5.0 – Evaluation Items). No other narrative is required.

11. Given the July 21 due date, could the County please consider offering a one-week window to submit additional questions once the first Q&A/Addendum is released?

A. Please see the revised timeline shared in the file titled "10._RFA_DMH091521B1_Addendum 13_Timeline_Change".

12. The LA DMH Open Solicitations page (<https://dmh.lacounty.gov/contract-opportunities/open-solicitations/>) includes RFA 24-Hour Residential Treatment Contract and Acute Psychiatric Inpatient Contract (RFA #DMH091521B1) but only up through Addendum 12. Please confirm and publish the website where updates regarding this Addendum 13 will be posted.

A. This site referenced will be updated with the addendum 13, but updates may sometimes lag behind the County's main solicitations page. For updates, please make sure to search for the solicitation number DMH091521B1 at [LA County Solicitations](#) and search through the

dropdown field titled “amendments” for Amendment 13. [Clicking this link](#) will also auto-populate this search term.

IMD Exclusion

1. Attachment III- Exhibit C Statement of Work, Scope of Work 1.1.2 (pg. 1): Please confirm whether program leadership positions may oversee both the PHF and another operator-managed behavioral health program located on the same campus, provided all licensing, regulatory, and operational requirements are maintained
2. Can the County please clarify whether providers who currently operate a PHF at this address are eligible to operate this PHF at the same address?
3. If an existing operator of a 16-bed PHF at this same address is awarded the operations of this 16-bed PHF, would this trigger the IMD federal payment exclusion rule?
4. Is an organization eligible to apply for, and be awarded, the PHF contract if a sister entity currently operates on the Martin Luther King, Jr. Hospital Campus? A sister entity is considered one that is majority owned by the parent company in common.
 - A. **For questions 1 through 4:** If the entities providing services have distinct Tax IDs and have or can establish distinct Legal Entity numbers, regardless of whether they are subsidiaries of the same parent company/sister entities, they may operate PHFs at the same facility without triggering the IMD federal payment exclusion.
5. Under the BH-CONNECT Section 1115 demonstration, Medi-Cal allows participating Behavioral Health Plans (BHPs) to claim Federal Financial Participation (FFP) for short-term stays in Institutions for Mental Diseases (IMDs), such as Psychiatric Health Facilities (PHFs) over 16-beds. Has LA DMH considered or decided to opt into the BH-CONNECT IMD waiver, which would allow for a single provider to operate more than one 16-bed PHF on the same

campus/in the same building and receive federal funding if the average length of stay is less than 30 days (and no more than a 60 day stay)?

- A. The County reserves the right to implement changes necessary to comply with state and federal requirements. At this time, providers should prepare proposals based on the requirements outlined in this solicitation.

Program

1. As of the date of release of this Addendum 13, Applicant must have three (3) years of experience, within the last five (5) years, providing PHF services as indicated in Attachment III – SOW OR services equivalent or similar to PHF services in scope and intensity. For purposes of this requirement, “services equivalent or similar to PHF services” refers to acute or subacute inpatient psychiatric care for adults (ages 18+) provided in a licensed setting with 24-hour clinical oversight, as identified in Attachment III – SOW.

Would operating a licensed Crisis Residential Treatment facility for adults qualify, as it is considered subacute care?

- A. No. Crisis Residential Facilities do not qualify.

2. Section 10.1.19 SOW – Is the supplemental oxygen intended for emergency use only?

- A. No. Section 10.1.19 identifies "medical need for supplemental oxygen" as a service that the Contractor must be able to accommodate when clinically appropriate

3. Sections 10.1.15 and 10.1.16 SOW – Is it required to have both Recreational therapy and Occupational therapy?

- A. Yes. Sections 10.1.15 and 10.1.16 identify Recreational Therapy Services and Occupational Therapy Services as required PHF services.

4. Attachment III- Exhibit C Statement of Work, Scope of Work 1.0 (pg. 1): Please clarify the County's anticipated implementation timeline from contract award

through commencement of services, including any expected milestones related to licensure, certification, and regulatory approvals.

- A. The County intends to move forward as expeditiously as possible following contract award. The implementation timeline will depend on contract negotiations, licensing, certification, staffing, and operational readiness activities.
5. Attachment III- Exhibit C Statement of Work, Scope of Work 1.1 (pg. 1): Please confirm whether the facility is currently licensed and certified as a PHF and, if so, whether a successor operator would be able to assume any existing licensure, certification, or designation infrastructure.
- A. The facility is not currently licensed. Applicants, in partnership with LACDMH, are responsible for obtaining and maintaining all licenses and certifications.
6. Attachment III- Exhibit C Statement of Work, Scope of Work 1.1.2 (pg. 1): Please confirm whether administrative support functions (e.g., Human Resources, Compliance, Medical Records, Training, Accounting, Information Technology) may be shared with other operator-managed programs located on the same campus, provided all regulatory and operational requirements are maintained.
- A. Yes, provided that all contractual, operational, licensing, confidentiality, and regulatory requirements are met and that shared services do not negatively impact the Provider's ability to perform the required PHF services.
7. Attachment III- Exhibit C Statement of Work, Scope of Work 1.1.3.1 (pg. 1): Please clarify if the two staff required are from any combination of psychiatrists, psychologists, social workers, and counselors.
- A. Yes. Section 1.1.3.1 requires two positions from the listed disciplines: Psychiatrist, Clinical Psychologist, Clinical Social Worker, or Marriage and Family Therapist/Counselor. Contractors must ensure all staffing complies with applicable licensing and scope-of-practice requirements.

8. Attachment III- Exhibit C Statement of Work, Scope of Work 1.2 (pg.1-2): Please clarify the exclusion criteria for admission to the program (in addition to "absence of actual suicidal behavior or intent in the previous week"). For example, please confirm if there are active medical issues that would prevent or postpone admission.
 - A. Admission decisions shall be based on the medical necessity criteria and medical clearance requirements outlined in the SOW and Attachment I. Individuals whose medical needs cannot be safely managed within the PHF level of care may require treatment in a more appropriate medical setting prior to admission.
9. Attachment III- Exhibit C Statement of Work, Scope of Work 10.0 (pg.10): This section states: "If Contractor provides PHF services that treat youth..." Please confirm this program will treat individuals age 18 and above.
 - A. The population served for this agreement will be adult. The SOW is standard for all PHF populations.
10. Attachment III- Exhibit C Statement of Work, Scope of Work 10.1 (pg. 10): Please provide anticipated referral sources, projected annual admission volume, and expected occupancy assumptions for the PHF.
 - A. Referrals are anticipated from LAC-DMH and affiliated behavioral health and healthcare partners. The County cannot guarantee admission volume, occupancy levels, or referral patterns, but contractors may assume full 16-bed occupancy, 365 days a year, for the purpose of their application.
11. Attachment III- Exhibit C Statement of Work, Scope of Work 10.1 (pg.10): Please provide historical or projected average length of stay and primary discharge destinations for patients served in the PHF.

- A. Length of stay and discharge destinations will vary based on clinical need and individual treatment goals. This is a new facility, so there is no historical data to share.
- 12. Attachment III- Exhibit C Statement of Work, Scope of Work 10.1 (pg. 10): Please clarify whether the County anticipates any transition planning or operational coordination with the incumbent operator to facilitate continuity of care and continuity of operations.
 - A. This is a new facility and there is currently no incumbent operator.
- 13. Attachment III- Exhibit C Statement of Work, Scope of Work 10.1 (pg. 10): Please clarify responsibility for pharmacy services, medication procurement, and high-cost medications, including long-acting injectable medications.
 - A. The Provider shall be responsible for providing all services necessary to operate the PHF in compliance with applicable laws, regulations, and licensing requirements, including medication management and pharmacy-related services required to support client care.
- 14. Please confirm whether NPs could be utilized (with MD supervision) to meet the prescriber needs for the adult PHF.
 - A. Yes, providers may utilize appropriately licensed practitioners consistent with California law, scope-of-practice requirements, and applicable licensing and certification requirements. The Provider remains responsible for ensuring all required psychiatric services are available.
- 15. Please confirm if the operator is expected to provide client transportation. If so, please confirm the County's preferred cost reimbursement model for transportation.
 - A. Providers shall ensure that clients receive services necessary to support admission, treatment, discharge, and continuity of care. Transportation responsibilities are the responsibility of the Provider.

16. In SOW Attachment 1 – DMH Medical Clearance (All Levels) - Is the use of this form mandatory?

A. Yes.

Reimbursement

1. Attachment II- Sample Contract, 5.1 Reimbursement (pg. 13): Please clarify the reimbursement structure for this program, including whether funding will be based on cost reimbursement, per diem reimbursement, a fixed operating budget, or another methodology.

A. The reimbursement structure for mental health services is based on fixed rates. These services will be claimed and billed through the County's claims processing information system at the rates specified in the annually published rate schedule.

Facility

1. Is the building i3?

A. No, the building is B3

2. Attachment III- Exhibit C Statement of Work, Scope of Work 6.0 (pg. 7-11): Please clarify which operational support services are provided by the County, including but not limited to utilities, facility maintenance, environmental services, dietary services, security, information technology infrastructure, and facility repairs.

A. The routine facility maintenance should be provided by the operator. Any major issues that were not caused by the operator's lack of routine maintenance or caused by staff or clients will be repaired by the County. Individual pods are not separately metered and County pays for utilities for all units in the building. Housekeeping and dietary services are the responsibility of the operator, billable to the County.

3. What campus-wide maintenance costs are covered by the County?
 - A. Landscaping.
4. Is the County responsible for providing janitorial, dietary, laundry, furniture, and maintenance fees and responsibilities for the campus? Or, are bidders anticipated to cover these costs and responsibilities?
 - A. There are no campus maintenance fees, the building is furnished and the department will work with operator on other items that may be needed. The contractor is responsible for food, laundry, billable to County under the agreement.
5. Are providers required to include security as part of their staffing? If so, is security cost covered by the County? Or, are operators responsible for covering this cost?
 - A. Yes. Operators are responsible for security services within their pod. Security within the remainder of shared spaces in the building is provided by the County.
6. Are on-site pharmacy services currently available on the campus? Or, are bidders responsible for developing and operating this service?
 - A. There is no on-site pharmacy available. The selected contractor will be responsible for procuring necessary medications.
7. Regarding the campus, how many parking spots are available to each contractor/facility? Is parking free or will it come at a cost to the provider or those parking?
 - A. While there are no dedicated spots for Contractors, parking is free and abundant.
8. Addendum #13 states that the Psychiatric Health Facility (PHF) will be located at the Martin Luther King, Jr. Hospital Campus – Behavioral Health Center at 12021

Wilmington Ave., Level 4, Los Angeles. Please provide additional information about the physical location of this facility (building number, unit number, etc.)

- A. The specific unit for services will be located in Pod 4-C (see Attachment IV for the Floor Plan). All remaining information indicated above is correct.
9. Please describe the physical distance/relationship between the existing 16-bed adult MLK PHF and the 26-bed adult PHF services described in this RFP on the same campus (separate buildings, separate floors, shared roofline, space/distance between the buildings, etc.)?
- A. Each PHF includes no more than 16-beds. Please see Attachment IV for the Floor Plan.
10. Please provide site drawings for the adult PHF unit, including whether there are private or shared rooms and the number of each.
- A. There are no shared spaces between the programs besides an outdoor space. Please see Attachment IV for the Floor Plan.
11. Attachment II - Sample Contract, 3.4.1 Maintenance (pg. 5): This section states: "Contractor must ensure locations are operated in accordance with community standards regarding property maintenance and repair, graffiti abatement, refuse removal, fire safety, landscaping..." Please confirm the Contractor is not financially responsible for these items, as it would seem these would fall under the gratis occupancy license.
- A. That is correct.