Letter of Clarification #1
Community Psychiatric Hospital Beds

To: All Contractors/Vendors/Providers
From: James Blunt, Buyer II/Nina Cook, Purchasing Manager
Date: December 7, 2015

RE: Letter of Clarification – Community Psychiatric Hospital Beds

For the benefit of all Contractors/Vendors/Providers submitting proposals and to avoid possible confusion in response to the proposal documents are clarified as follows. Please note this Letter of Clarification is hereby incorporated into the proposal document and shall supersede any previous specification or provision.

Questions #1.
Section VII – Specialized Services to be Provided for Community Psychiatric Hospital Beds, A(4) states “Maintain average bed-day cost of no more than $620….” Can you please explain the relevance of this stipulation relative to the proposal and how it will be measured?

Answer #1. This was an error.

Question #2.
Section VII – Specialized Services to be Provided for Community Psychiatric Hospital Beds, A(5) states “Maintain occupancy at 100% or higher.” This is a bit confusing, given the fact that NPC and/or The Harris Centers would be making the referrals. Could you please clarify this stipulation, and define how it would be measured, especially in light of the Length of Stay stipulation outlined within the Proposal?

Answer #2. We were trying to say that you needed to have 4 beds available at all times, since we are paying for them up front. It is up to us to fill them.

Question #3.
Section VII – Specialized Services to be Provided for Community Psychiatric Hospital Beds, B(3) states “In addition to the reporting requirements outlined in Title 25 Texas Administrative Code Chapter 134……., contractor shall report the investigation of all reports of death, abuse, neglect, exploitation, or illegal, unethical, or unprofessional conduct using Exhibit B (Report of Outcome of Investigation of Death, Abuse, Neglect, Exploitation, or Illegal, Unethical or Unprofessional Conduct Form.” There are multiple questions here:

A. The Exhibit B evidenced in the Proposal references clinical competency standards – could you please provide the correct form referenced?

Answer #3. It is in our contract with DSHS

B. Who does this information need to be reported to? The language in the Proposal states “in addition to.”

Answer #3. It would be reported to the licensing authority, not us. They would only report a vendor hold or lack of accreditation to us.
C. Does the information noted in the stipulation pertain only to the patients admitted to the beds under the Proposed Service or would this apply to ANY patient in our Hospital regardless of whether they were a NPC/Harris Center client or not?

Answer #3. Only to the patients admitted to the beds.

Questions #4.
Section VII – Specialized Services to be Provided for Community Psychiatric Hospital Beds. D(5)(a) states “The CMHH must not allow admissions from the LMHA’s catchment area without Contractor approval.” Does this stipulation only apply to patients referred to the Hospital under this specific contract for beds? If not, how will all other NPC referrals outside this Agreement be handled?

Answer #4: From the LMHA’s catchment area, this only applies to patients referred to the Hospital under this specific contract for beds.

Question #5.
Section VII – Specialized Services to be Provided for Community Psychiatric Hospital Beds. A(7) states “Contractor shall report on the daily utilization of beds….by submitting Exhibit F each business day……” Two questions:

A. This Proposal Stipulation is located under a section entitled “Disaster Services.” Was the extra paragraph meant only to apply to disaster services or is it meant to be a daily submission regardless?

Answer #5. It is meant to be a daily submission regardless.

B. Can you please provide Exhibit F?

Answer #5. See attached

Question #6.
Section VII – Specialized Services to be Provided for Community Psychiatric Hospital Beds. A(8) in regards to “Form X.” Does the information requested in Form X specific only to the patients who participate in the Proposed Bed Contract (Proposed Services funded by The Harris Center, or does this require the facility to report the indicators for ALL patients, even those not related to services provided for The Harris Center?

Answer #6. Not required for these contracted beds.

Question #7.
Just to be clear, are we correct in our interpretation of the RFP that The Harris Center is seeking the equivalent of a dedicated 4 bed “bed lease” type scenario, with an additional 3 flex bed capacity or is this a proposal for per diem services in which the Hospital appropriates 4 beds, expandable to 7, and all are paid on a per diem basis?

Answer #7. Yes, The HARRIS CENTER will provide four (4) inpatient adult beds for members of the mental health priority population with funds allocated by DSHS; and allow for up to three (3) more possible adult and/or child beds as needed.

This Letter of Clarification #1 is hereby incorporated in the RFP document and shall supersede any previous specification or provision in conflict with the Letter of Clarification #1. All responding Contractors are directed to respond accordingly. Contractors are required to add this Letter of Clarification #1 to the original RFQ document.