

Section 1.1 Purpose of the Request for Proposal

1. What licensure is required for the 1.0 FTE clinical staff person?

A: We expect selected housing contractors to use their own hiring practices and standards when recruiting the professional clinical staff person to perform the duties described in the RFP. Proposals should describe how the bidder will integrate these additional resources and new in-reach function into existing procedures and Supported Housing staffing patterns.

2. Regarding the number of units to be awarded, is there a minimum/maximum number of units per group that an agency can apply for?

A: As indicated in section 1.3, bidders should apply for any groups (Appendix E) they are eligible for and interested in developing housing in. If your bid includes application for more than one group (7, 8, and/or 9) highlight any differences in implementation between them that you have planned. Groups may not be split up however. For example, a bidder must apply for all of group 7 (351 units).

3. Should the Assessor determine that the individual requires a higher level of care than Scatter Site Supported Housing (SH); for example, a Congregate CR, an SP-SRO, or Apartment Treatment, and subsequently that individual is placed in one of those settings, could a new SH unit developed with funding from this initiative be provided to an individual leaving one of these more service-intensive settings and ready for SH (i.e., a backfill arrangement)?

A: The settlement agreement requires that assessors start with a presumption that residents can live in supported apartments. Alternative settings are allowable, but the rationale must be clearly documented and assessors should consider other types of housing only when the resident expresses a strong personal preference for it, or when the range and intensity of needed wrap around services exceeds what can be made available in a supported housing unit. In these instances the assigned care manager will make a housing referral directly to a provider that has that type of housing. They will first check to see if the housing contractor who conducted the in-reach has that type of housing. If not, they would see if another contractor awarded in this RFP has that type of housing, and failing that will work through NYC's Single Point of Access or (SPOA) operated by the Center for Urban and Community Services (CUCS). A proxy for the Adult Home Class Member is an option in the first two circumstances where a housing contractor has the available level of housing.

4. Can an agency that is a network care coordination provider within a Health Home providing services to a person also be the housing contractor for a person?

Yes, selected Housing Contractors will receive a class member list which will include the Managed Long Term Care Plan or Health Home each class member has been loyalty matched with. The Housing Contractor will work with the assigned MLTC or HH based on this list. The state is establishing safeguards to help ensure that individuals have choice of service providers, when available, and that other monitoring protocols and data analysis will be established to ensure conflict free standards.

5. "For each adult home group awarded, funding is available to employ one FTE clinical staff person and one FTE peer staff person in addition to SH staff." Does this mean that the applicant agency is applying for all the units in a group and only one award will be made per group, e.g., Bronx Phase I is 117 units?

A. Yes.

Section 3.1 Term of Contract

6. Does the 5 years of funding apply only to the clinical staff person and peer?
 - A. The funding covers both the \$15,043 per Supported Housing Unit (300 in the first phase and then the subsequent phases of 300 each for a total of 900) per year and \$150K per year (total) for the 1 FTE clinical staff person and 1 FTE peer staff for each group. The supported housing bed will be permanently funded at the prevailing SH rate.
7. Will any housing developed be incorporated in the agency's existing Supported Housing contract and thereby continue after the Adult Home Settlement?
 - A. OMH anticipates that contractors who remain in good standing relative to fulfilling their contract obligations will continue to have their Supported Housing contracts renewed at regular intervals to allow class members to remain in their apartments given Supported Housing is considered permanent housing.

Section 4.3 Process for Awarding Contracts

8. I understand that there is an expected distribution for Bronx and Staten Island, but how many contractors are you expecting to award?
 - A. In the interest of spreading resources as broadly as possible, no one agency will *initially* be awarded more than one group. As indicated in section 1.3, agencies should bid on the groups they are both eligible for and interested in developing housing in, indicating their order of preference. Eligible agencies with the highest score will be given their first preference, the eligible agency with the next highest score given their first available preference and so on. In the event of a tie score between two proposals, the agency with the highest score on the Technical Evaluation will receive the higher ranking. Whether or not one agency is awarded more than one group depends on a number of factors including how many passing bidders there are, how many are interested in each group etc.

Section 5.4 – Operating Funding

We are awarding 3 groups of housing. Each agency has the ability to apply for as many groups as they are eligible to apply for.

9. Is the award for each contractor essentially the following: - "Funding for selected housing (SH) is a combination of resident rent payments and OMH funds. Residents of SH are required to pay no more than 30 % of their net income for rent and reasonable utilities.

Selected housing contractors will receive annual funding for units developed under this initiative through an OMH contract at the current New York City SH rate (currently \$15,043 per client in the five boroughs of NYC). This funding is for rent stipends, housing related case management to assist in the establishment and maintenance of a new residence, as well as contingency funds, as specified in Appendix G of the RFP. Selected housing contractors will be expected to provide a minimum of one FTE professional staff and one FTE peer staff for each group they are awarded, at a funded amount of \$150,000." (5.4, Pages 12-13 of the RFP)

A: Yes, the selected paragraphs from section 5.4 Operating Funding accurately reflect the information to be utilized when developing the program budget.

10. To clarify, can indirect/administrative costs be calculated from the entire budget, including the \$150,000 for staff? Or is the \$150,000 exclusively for salary and fringe?

A: An indirect/administrative cost can be calculated for the \$150,000 in-reach program budget.

Misc.

11. I am unable to open Appendix A, B, and B1.

A: OMH Central Office Information Technology staff has retested the links and was not able to replicate this problem. They suggest the following options: update your browser, try a different browser or upgrade your Adobe Software.