

# **Social Recreation RFP**

## **Frequently Asked Questions**

- 1. Who does the assessment described under eligibility requirements? Is it developed (template)? Can we bill for it?**

Each provider is to develop an assessment form to determine a person's health and safety support needs (similar to a health & safety checklist). The individual and their guardian complete this assessment form. Individuals are referred to the Social Recreation Program through the Person Centered Planning process. The assessment cost should be included in your proposal.

- 2. Is there any more information on providing transportation? Do we charge per ride?**

Transportation can be a barrier for participation. A consumer should explore all options for transportation. Proposals should include strategies for transportation after all other options have been exhausted and on a limited basis.

- 3. How many dollars are slated for the RFP and are these dollars divided equally by month?**

The total dollar amount allotted for this program is approximately \$650,000. The funding will be distributed on a monthly basis.

- 4. Item B11 requests a TIN Certificate. Is this really asking for a TIN?**

Yes

- 5. Is there an opportunity for startup costs monies?**

Yes. Include this in the proposal.

- 6. How will the services be documented?**

Billing documentation is not required as there will not be goals/objectives tied to this service. Attendance record will be needed and tracked. Evidence of consumer input is expected.

- 7. Can anyone who is receiving CMH services be involved or are there other criteria? Is there a limit to the number of people? Is it limited to people with certain diagnosis?**

All individuals need to be open CMH consumers. Number of people receiving services will be limited by funds available. No limit on diagnosis. Vendors may offer services to others using private pay options.

- 8. What does supervision of staff on a limited basis mean?**

The RFP calls for a proposal that will provide services to all levels of support needs. There may be events offered to those that require more supervision. For these events, more staff may be required to provide closer supervision during those events.

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**9. Will Ottawa publish questions from other providers?**

Yes. Frequently asked questions will be posted on the CMH website.

**10. What is the duration of the Social Recreation Program RFP expected to be? Is it time limited to a certain amount of years?**

It is anticipated the duration will be at least 10 years, possibly longer depending on the success of the program. Ottawa County reserves the right to evaluate the program on an ongoing basis for success, satisfaction, and participation of consumers based on attendance.

**11. Are there a certain number of RFP awardees you are expecting to contract with?**

Depending on what providers are proposing to offer, there will be at least one provider per quadrant in Ottawa County.

**12. Is it expected that a unit rate per activity would be established and billed monthly and or a rate per participant based on their assistance level to actively participate?**

Monthly distribution of funds will occur. This is dependent on the providers' submission of cost they propose for implementing a Social Recreation Program.

**13. May we choose to just provide services in 1, 2, or 3 quadrants in Ottawa County instead of all 4?**

You may propose to provide services in 1 or more quadrants.