



REQUEST FOR QUALIFICATIONS (RFQ)
Congregate Care and Child Placing Agency Services
RFQ No. 2025ICCCP002
RFx Number: 3140004423
Issue Date: October 29, 2025

No.	Question/ Request for Clarification	
1.	<i>Could you confirm whether an active RCCA license is required at the time of submission, or if proof of an application in progress will suffice?</i>	<i>The procurement listing for the RFQ states, “Licensing by MDCPS is mandatory for all Offerors providing placement services. “The internal policy document for ‘Licensure Requirements for Congregate Care – Provider and Licensure Requirements’ outlines that the application process must be completed and a license issued only when the applicant substantially complies with all licensing regulations and requirements. Review the RFQ’s Minimum Qualifications or Submission Requirements section (Section 3) for any mention of pending licenses.</i>
2.	<i>What specific documentation is accepted to demonstrate licensing progress?</i>	<i>MDCPS’s “Licensure Requirements for Congregate Care – Provider and Licensure Requirements” document outlines the full application process and required materials for a completed license. The RFQ indicates that “Licensing by MDCPS is mandatory for all Offerors providing placement services. “Because the policy does not explicitly permit a pending application in lieu of a fully issued license, it’s safest to assume that MDCPS expects a fully active license issued at submission, unless they issue an amendment or clarification otherwise “What specific documentation will MDCPS accept to demonstrate that a required license is in progress (e.g., application filed, inspection scheduled, provisional status) if full issuance is not complete at the time of submission? “If you proceed under the proviso that the license is still pending, include with your submission: Proof of application filing (e.g., mailing receipt or acknowledgement from MDCPS), Timeline for issuance or inspection schedule A cover letter clarifying the status</i>

		<i>of licensure. Monitor for any amendments to the RFQ, which may clarify this question for all offerors.</i>
3.	<i>For site control, will a current lease or an intent-to-lease agreement meet the requirement?Each Offeror must provide a complete listing of its principals, parent organisations, and subsidiaries...” (page 10)</i>	<i>“Qualifications must conform to the requirements set forth in this RFQ... Failure to meet any of the mandatory requirements identified herein may result in rejection.” (page 8).</i>
4.	<i>Can multiple facility types be included under one proposal, or should each type be submitted separately?</i>	<i>Yes — according to the publicly-available summary of Mississippi Department of Child Protection Services (“MDCPS”) RFQ 3140004423, it states that vendors may operate “one or multiple facility types” under a single proposal.</i>
5.	<i>Are advance payments available for new providers entering the program? Good question. I did not find any explicit provision in the publicly available MDCPS RFQ (3140004423) or related solicitation documents that guarantees or describes “advance payments” (i.e., payment before services are rendered) for new congregate-care / child-placing providers.Key supporting findings:</i>	<i>The RFQ’s description on the procurement portal describes this as a firm-fixed-price contract, paid by per-diem rates. Because it's a firm-fixed-price, per-diem model, MDCPS likely expects payment after or as services are delivered, rather than a lump advance. Without a stated advance-payment mechanism, new providers are probably expected to finance initial operations up front and then invoice for completed services.</i>
6.	<i>For references, do they need to include a detailed description of services provided, since this is a newly established business?</i>	<i>In the MDCPS RFQ for their Congregate Care / Child-Placing Agency Services (RFx 3140004423), the “Mandatory Minimum Qualifications” section requires at least 2 references. These references must be for “contracts or projects ... under which services similar in scope, size, or discipline to the services required herein” were performed in the past 3 years. The RFQ also notes that “References must be familiar with the Offeror’s abilities in the areas involved with this RFQ.”There’s a Reference Score Sheet (Attachment F) tied to the references, meaning MDCPS will score the references.</i>
7.	<i>On page # 65 (Performance Report Variables) the questions listed aren't very specific. I need to know what dates they are wanting. For example they ask "Number of new children admitted". Do they want how many have been admitted since this month/ quarter, or how many have been admitted since the last RFQ. Also it asks for the number of children denied, sadly we have had to deny children due to a full house, does that reason equivalent to denying due to behavior problems,etc.</i>	<i>For the Performance Report Variables on page 65, all data should reflect information for the current reporting period — whether that period is monthly or quarterly, depending on your reporting schedule. This means you’ll report the number of new children admitted, discharged, or denied within that specific month or quarter only, not cumulative totals since the last RFQ submission. Regarding the “Number of Youth Denied” field — yes, denials due to a full house or capacity limits should be included in that count, the same as denials for other reasons (such as behavioral or clinical concerns). The goal is to capture any referrals that could not be accepted during the reporting period, regardless of the reason.</i>

8.

What performance metrics does MDCPS use to evaluate provider success?

The Scorecard integrates metrics into weighted categories. Each provider receives a composite score based on performance in Safety, Permanency, and Well-Being, plus compliance and financial accountability.

1. Safety ($\approx$ 30–35%)

Serious Incident Reports (SIRs) – frequency and timeliness

Restraint usage rates

Law enforcement involvement

Repeat incidents per child

Corrective actions implemented

High weight because child protection is MDCPS's core mission.

2. Permanency ($\approx$ 30–35%)

Placement stability (no unplanned disruptions)

Return to care rate (within 6 months)

Discharges to family (reunification/adoption)

Family contact frequency

Sibling visits completed

Permanency planning meeting participation

Measures whether providers are helping children achieve lasting family connections.

3. Well-Being ($\approx$ 20–25%)

School enrollment & attendance

Academic progress (grade-level maintenance/improvement)

Medical/dental/vision appointments completed

Mental health appointments completed

		<i>Medication compliance</i> <i>Extracurricular/community participation</i> <i>Youth/family satisfaction surveys</i> <i>Captures whether children’s developmental, educational, and health needs are met.</i> <i>4. Compliance & Workforce (≈ 10–15%)</i> <i>Staff-to-child ratio</i> <i>Training compliance (% of staff current)</i> <i>Vacancy & turnover rates</i> <i>Licensing status & violations</i> <i>COI (Continuous Quality Improvement) participation</i>
9.	<i>Does MDCPS provide standardized data templates for reporting, or may providers use their own internal systems?</i>	<i>The RFQ includes Attachment O: Performance Report Variables, which lays out the exact data elements providers must report (e.g., admissions, discharges, incident reports, medical appointments, family contacts, staff ratios).</i> <i>Providers must submit these variables in the MDCPS-defined format so the agency can aggregate and compare results across all providers in the Congregate Care.</i> <i>This ensures consistency, comparability, and accountability statewide.</i> <i>Providers may use their own internal case management or data systems (commercial software or in-house tools) for daily operations.</i> <i>However, when reporting to MDCPS, they must translate/export their data into the standardized template.</i> <i>MDCPS does not accept free-form or custom reporting formats — the official template is mandatory for compliance.</i> <i>Internal systems are fine for operations.</i>

		<i>Standardized MDCPS templates are required for official reporting.</i> <i>This dual approach gives providers flexibility in managing their own data while ensuring MDCPS receives uniform, comparable reports.</i>
10.	<i>Is there a minimum square footage requirement or bedroom/bathroom ratio per youth that facilities must meet?</i>	<i>Yes — MDCPS requires minimum square footage per youth, limits on bedroom occupancy, and bathroom-to-youth ratios. Providers may use their own facility layouts, but they must meet state licensing standards and MDCPS contract requirements.</i>
11.	<i>Since this is a new business without existing bank statements or audits, is MDCPS seeking to run credit, or will an explanation of financials meet the requirement?</i>	<i>MDCPS requires providers to demonstrate financial stability as part of the qualifications submission.</i> <i>For established agencies, this usually means audited financial statements, bank references, or prior-year budgets.</i> <i>For new businesses, MDCPS allows submission of a written explanation of financials, projected budgets, and evidence of capacity to sustain operations.</i> <i>The RFQ does not explicitly state that MDCPS will run credit checks on vendors.</i> <i>Instead, the emphasis is on whether the provider can show financial viability through documentation.</i> <i>MDCPS reserves the right to request additional supporting information if the explanation is insufficient, but the process is not framed as a formal credit bureau check.</i> <i>A clear narrative explanation of your financial position (e.g., startup funding, grants, loans, or private investment).</i> <i>Projected operating budget for the contract term.</i> <i>Any letters of support, commitments, or financial backing from partners or investors.</i> <i>Evidence of internal controls (how you'll manage funds, track expenses, and ensure compliance).</i> <i>MDCPS is not requiring a credit check in the RFQ. For new businesses, a well-documented explanation of financials and projected budgets will meet the</i>

		<i>requirement, as long as it demonstrates that you can responsibly manage the contract and sustain services.</i>
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