March 4, 2026

2026-2031 Psychiatric Services in Broome, Chenango, Delaware, Otsego, and Tompkins Counties for Broome DDSOO - IFB BR 031826

**Questions and Answers:**

Below is a compilation of the questions received for this bid. Questions that were repeated, or of a recurring nature, were consolidated. Thank you for your interest.

1. **Question:** Can you provide the current contract information, including the Contractor's information and pricing?

   **Answer:** This procurement is in a restricted period; such records will not be provided and are exempt from FOIL until the contract(s) resulting from this IFB are fully executed.

2. **Question:** Can you provide a list of providers that Broome DDSOO has used previously and what the experience was?

   **Answer:** This procurement is in a restricted period; such records will not be provided and are exempt from FOIL until the contract(s) resulting from this IFB are fully executed.

3. **Question:** Is this IFB for additional hours for each site?

   **Answer:** The estimated annual hours per site for the contract(s) resulting from this IFB are detailed in IFB BR 031826, page 24, Cost Proposal Form. The current contracts for Psychiatric Services for the sites listed in IFB BR 031826 end on October 31, 2026. As stated in IFB BR 031826, page 3, 3. Timetable of Proposal Due Dates, the contract(s) resulting from this IFB have a start date of November 1, 2026 (subject to change).

4. **Question:** There are contracts listed in NYS Contract Reporter for Broome Psychiatric Services with dates that overlap the contract start date specified in this IFB. How will these current contracts affect this/these tentative contract(s)?

   **Answer:** The current contracts listed in NYS Contract Reporter for Broome Psychiatric Services are separate and will not affect the contract(s) resulting from this IFB.

5. **Question:** How many hours have actually been utilized for each facility on current/past contracts? Can you provide a minimum estimate?

   **Answer:** The estimated annual hours provided in IFB BR 031826 are the hours that should be considered when submitting a bid. The estimated number of hours provided is an estimation, and not exact. As stated in IFB BR 031826, page 22, F. Accounting, 3. Payment, Payments will be made based on actual services rendered.

6. **Question:** Can OPWDD see the Vendor Responsibility Questionnaires electronically?

**Answer:** Yes, if a bidder has filed the Vendor Responsibility Questionnaire (VRQ) online via the New York State VendRep System, OPWDD can view it electronically. To enroll in and use the New York State VendRep System, please review IFB BR 031826, pages 12-13, N. Vendor Responsibility Questionnaire.

7. **Question:** Will all bids submitted be considered for this opportunity?

   **Answer:** As stated in IFB BR 031826, page 17, 17. Evaluation Criteria: Method of Award, B. Right to Reject, Only proposals judged to be responsive to the submission requirements set forth in this IFB will be evaluated.

8. **Question:** Can you confirm if OPWDD will consider bids from locum tenens/temporary staff or for temporary services?

   **Answer:** As stated in IFB BR 031826, page 18, Qualifications & Scope of Work, **OPWDD is not looking for temporary services**. OPWDD is looking for a qualified treatment provider who can commit to the full term of the contract.

9. **Question:** Does OPWDD consider the placement of a 1099 locum tenens physician as subcontracting that requires prior written permission, or is this restriction intended only for third-party medical groups?

   **Answer:** Yes, OPWDD considers the above to be subcontracting. A subcontracting request needs to be submitted in writing prior to tentative award for consideration and evaluation.

   As stated in IFB BR 031826, page 5, 11. Subcontracting, No Subcontracting of services is allowed with this IFB without written permission of OPWDD.

10. **Question:** Can I bid on one site, or must I bid on all the sites?

    **Answer:** As stated in IFB BR 031826, page 17, 17. Evaluation Criteria: Method of Award, A. Contract Award, There are five (5) sites; each site will be evaluated separately. **Vendors may bid on one or multiple sites and multiple contracts may be awarded.** All hours specified for a site are to be serviced by the Bidder who is awarded the contract for that site.

11. **Question:** Is OPWDD looking for one provider to cover all needed shifts at all sites? Due to the distance between sites, how many providers are you expecting to utilize for coverage?

    **Answer:** As stated in IFB BR 031826, page 17, 17. Evaluation Criteria: Method of Award, A. Contract Award, **There are five (5) sites; each site will be evaluated separately.** Vendors may bid on one or multiple sites and multiple contracts may be awarded. **All hours specified for a site are to be serviced by the Bidder who is awarded the contract for that site.**

    Potentially, up to five vendors may be awarded contracts.

12. **Question:** What is the max number of treatment providers that could be used per site?

    **Answer:** As stated in IFB BR 031826, page 18, Qualifications & Scope of Work, OPWDD is not looking for temporary services. **OPWDD is looking for a qualified treatment provider who can commit to the full term of the contract.**

13. **Question:** Can you confirm if forensic experience is required?

    **Answer:** Yes, as stated in IFB BR 031826, page 19, Qualifications & Scope of Work, Section B. Documents to be Provided by Contractor, 1. Contractor will provide with bid, the Treatment Provider's resume and a

reference list related to services previously provided to the developmentally disabled **with forensic experience.**

14. **Question:** What are the requirements in terms of forensic experience?

    **Answer:** Any applicable forensic experience will be considered and evaluated by OPWDD.

15. **Question:** Does working with adjudicated youth and young adults, some of which have intellectual disabilities, placed in both secure and non-secure residential treatment facilities/centers satisfy the forensic experience requirement?

    **Answer:** Work experience in secure and non-secure residential treatment facilities/centers would satisfy the forensic experience requirement.

16. **Question:** Is proof of TB testing required with the bid?

    **Answer:** TB testing proof does not need to be submitted with the bid but should be submitted prior to tentative award(s). As stated in IFB BR 031826, page 19, Qualifications & Scope of Work, B. Documents to be Provided by Contractor, 4. The Treatment Provider must submit to TB testing/inoculation according to 14 NYCRR Section 633.14. Proof of two MMR (measles, mumps, rubella) inoculations in the person's lifetime is also required.

    Please review IFB BR 031826, page 19, Qualifications & Scope of Work, B. Documents to be Provided by Contractor for documents required with bid.

17. **Question:** Can a bidder include exceptions to the sample contract with the proposal?

    **Answer:** The Sample Contract is a template only, not to be submitted with bid. A vendor must accept the terms of the contract as written.

18. **Question:** Is telehealth/hybrid an option or do treatment providers have to be on-site?

    **Answer:** As stated in IFB 031826, page 19, Qualifications and Scope of Work, C. Services to be Administered by Treatment Provider, **Provide on-site psychiatric care and consultative services** for Individuals with developmental disabilities **unless deemed appropriate by the provider, OPWDD, and/or the Individual, that a telehealth visit is more suitable at the time.**

19. **Question:** For sites with low weekly hours, is on-site presence still mandatory or will services be allowed to be performed via telehealth?

    **Answer:** Sites with low weekly hours will still receive services as stated in IFB 031826, page 19, Qualifications and Scope of Work, C. Services to be Administered by Treatment Provider.

20. **Question:** Can you provide an estimated breakdown of in-person vs. telehealth hours for each site?

    **Answer:** An estimated breakdown is not available, as it is case by case subject to change.

21. **Question:** Can you describe in more detail what the patient population is by site? What is the percentage of adult vs. child patients?

    **Answer:** All treatment providers will see a mix of adult and child patients; however, the adult population is much larger. Details and percentages by site are not available.

22. **Question:** Can you provide information on the time that treatment providers have for each appointment type?

    **Answer:** As stated in IFB 031826, page 19, Qualifications and Scope of Work, The caseload may vary depending upon a variety of factors such as service provider availability and incoming referrals received. OPWDD will provide the Treatment Provider with a schedule one week in advance. This schedule is subject to change due to emergency situations. Hours and days of service will be scheduled Monday through Friday during normal business hours, between 8:00 am to 4:30 pm, or as mutually agreed upon between OPWDD and the Treatment Provider.

23. **Question:** Will a Psychiatric Nurse Practitioner need to provide their own collaborating agreement, or will the facility provide a supervisor?

    **Answer:** As stated in IFB 031826, page 18, Qualifications and Scope of Work, A. Treatment Provider Qualifications, 1. c) The Treatment Provider, if a Psychiatric Nurse Practitioner, must have a Collaborative Practice Agreement for the entire term of the contract with a licensed physician qualified to collaborate in the specialty of Psychiatry unless the Psychiatric Nurse Practitioner meets the qualifications stated in the terms of the Nurse Practitioner's Modernization Act (effective 1/1/2015).

24. **Question:** Are there any requirements for years of experience for a Psychiatric Nurse Practitioner?

    **Answer:** As stated in IFB 031826, page 18, Qualifications and Scope of Work, A. Treatment Provider Qualifications, 3. The Treatment Provider must be experienced in providing Adult and Child Psychiatric Services and have **at least one year of experience** in serving people with developmental disabilities.

25. **Question:** Will the Contractor be allowed to negotiate the contract after award?

    **Answer:** Negotiations will not be allowed after contract award, however, as stated in IFB BR 031826, page 4, 9. Payment, Prices are to remain constant for the initial year of the contract. Approaching every contract anniversary date, the Contractor may request, or OPWDD give notice of, an annual price adjustment for the subsequent year.

26. **Question:** If the prevailing market rate for providers increases beyond the 3% annual cap, is there a "hardship" provision to renegotiate the hourly rate to ensure the site remains staffed?

    **Answer:** Negotiations will not be allowed after contract award. As stated in IFB BR 031826, page 4, 9. Payment, OPWDD has the sole discretion in determining the rate to be approved…Any price adjustment shall not exceed 3.0% per annum.

27. **Question:** Is it required that same treatment provider fulfills the hours for the entire five-year contract term? What are the stipulations if a treatment provider cannot continue the contract or no longer wants to provide services? What are the terms or process for giving notice and replacing the treatment provider?

    **Answer:** As stated in IFB BR 031826, page 18, Qualifications & Scope of Work, **OPWDD is not looking for temporary services**. **OPWDD is looking for a qualified treatment provider who can commit to the full term of the contract.**

    Contractor may provide a replacement treatment provider, provided the treatment provider can meet the qualifications and ensure uninterrupted continuity of service, fully meeting all terms of the contract.

    If an awarded Contractor is unable to provide services as specified in the Scope of Work, the State shall have the right to terminate the contract early for cause or convenience. If a contract is terminated, services may be rebid at OPWDD's discretion.

28. **Question:** Does professional liability insurance meet the requirement for protective liability insurance, or is a separate, site-specific policy required for this contract?

    **Answer:** No, professional liability insurance does not meet the requirement for protective liability insurance.

Respectfully,

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