

State of Iowa Juvenile Court Services



April 11, 2025

Responses to Questions received regarding Functional Family Therapy RFP JUV-26-FF-05-001

1. Will you honor the current federal di minimis rate that directs recipients of federal funds to accept an agency's federally negotiated indirect cost rate or the new di minimis rate of 15% as of October 1, 2024?

Answer: All cost proposals submitted as stated in the instructions under RFP JUV-26-FF-05-001 Section 3.3 Cost Proposal and Attachment 4: Cost Proposal Form, will be considered.

2. 3.2.2 (page 15) Request for Attachment #5: Checklist of Submittals as this was not observed in the amended document or original document.

Answer: RFP JUV-26-FF-05-001 Section 3.2.2 has been amended to remove reference to Attachment #5.

3. 4.3 B (page 21) Would Issuing Officer be agreeable to considering referring youth in the diversion program to FFT as a preventative measure for youth of families with histories of habitual system involvement or who obtained charges connected with family violence, substance use, truancy or other delinquent behavior and/or have not been assessed using the Iowa Delinquency Assessment?

Answer: The targeted population is primarily moderate to high-risk youth, with exceptions for low-risk youth under supervision of the 5th District. JCS would consider referring FFT services for low-risk youth on a case-by-case basis, as approved by the Chief Juvenile Court Officer or designee.

4. 4.3 G & J (page 22) In regards to developing treatment plans within 30 days of starting services, we seek clarification in that these treatment plans are phase based and built upon one another. Treatment plans are currently reflected in monthly progress reporting to JCOs/Referral Sources as family's progress through the phases of the model. Moving forward would the expectation be that these plans be shared in full detail with the referral source via a separate document or would phase based plans being shared via summaries in monthly reports suffice this specification?

Answer: JCS would expect that the initial treatment plan be developed and submitted to the referring JCO within 30 days of the service start date. JCS will allow updated treatment plans at the beginning of each successive phase which can be included within the monthly progress reports.

State of Iowa

Juvenile Court Services



5. 4.3 N (page 22) Would issuing Officer deem acceptable to include an ask to further train a Team Lead by sending a team member to FFT Externship Training? The benefit of this plan would be avoiding an expensive regression into phase 1 should a FFT Supervisor vacancy occur.

Answer: All cost proposals, including training requests, or multiple cost proposal options, will be considered if they were to be included in the Cost Proposal, provided in accordance with Section 3.3 Cost Proposal, and Attachment 4: Cost Proposal Form.

6. 4.3 O (page 23) Would anticipated maximum annual contract budget be able to increase to support efforts in maintaining competitive salaries and support retention?

Answer: All cost proposals submitted as stated in the instructions under RFP JUV-26-FF-05-001 Section 3.3 Cost Proposal and including Attachment 4: Cost Proposal Form will be considered.

7. 4.3 (page 23) In regards to caseload expectations, we ask the following consideration due to FFT LLC's recommendation of a minimum of 5 cases with an average between 10-12. For Polk County maximum caseload would be between 10-12 for master's level providers and maximum of 8 for bachelor's level providers. For outlying county coverage, caseloads would reach a maximum of 8 for master's level providers and 6 for a bachelor's level provider.

Answer: JCS will consider all proposals meeting all Technical Specifications that adhere to the Fidelity of the FFT Model and are approved by an FFT licensing agency.

8. Would Issuing Officer share number of total bids submitted for this Request For Proposal?

Answer: No bids have been received for RFP JUV-26-FF-05-001; one Letter of Intent to bid was received.