



Department of Integrated Services For Individuals with Disabilities



Lourdes A. Leon Guerrero,
GOVERNOR

Dipåtamenton Programa Para I Maninutet

Michelle Perez
ACTING DIRECTOR

Joshua F. Tenorio
LIEUTENANT GOVERNOR

DISID RFP 01-2023

Professional Services to provide Personal Care Attendant Services for Individuals with Severe Disabilities

QUESTIONS AND ANSWERS

TO: Registered Prospective Offerors
DISID Website

An inquiry was received on March 13, 2023 from a prospective offeror (identity confidential), and DISID responded as follows:

Question #1:

Define "Out-of-Home" setting. Please provide examples or scenarios.

Answer:

Out-of-Home setting is defined as providing personal care attendant services to the client outside the home.

Section II, Scope of Work, a. Escort, would be an example of what an Out-of-Home setting would be.

a. Escort. ***This service cannot be the primary service(s) requested for PCA.***

The Personal Care Attendant will assist the individual with a disability for scheduled appointment(s) (i.e., medical or otherwise) and in the utilization of the public transit system or meet the client at the appointment location. Escorting services are to assist in the following:

- Medical Appointments
- Shopping (grocery, clothing)
- Paying Bills (Utilities)
- Picking up of medical supplies and/or medication
- Appointments to meet with an individual's social worker, counselor, and or therapist. To include appointments for public assistance benefits.

Other Non-Activity of Daily Living (ADL) request(s) can be made and will be reviewed on a case-by-case basis for approval by DISID.

Question #2:

Who is considered as the "Client"? The "Caregiver"? Does the "Caregiver" have the disability or the care recipient, in order to be eligible for program's services?

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Answer:

The “Client” is the individual who was found eligible for DISID services. The “Caregiver” may refer to an individual who is caring for the DISID client. The individual who would be eligible for the PCA program services is the “Client” of DISID who has a disability. NOT the “Caregiver”.

Question #3:

What is the client census or the maximum number of clients to be served?

Answer:

Maximum clients to be served is approximately thirty (30) clients.

Question #4:

Does this program have existing staff, equipment, forms, or files to transfer to the selected provider?

Answer:

DISID does not have the adequate staff, equipment or facilities to provide Personal Care Attendant Services which is the purpose of RFP 01-2023.

In Section II. Scope of Work, C. Deliverables, No. 3. Staffing Requirements, states:

- a. Recruit and hired qualified staff, resulting in efficient delivery of services

DISID will provide client information needed to ensure appropriate services are delivered by the selected provider.



Michelle Perez
Acting Director
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