



Q1. RFP Section 4.2 (Proposal format) page 18; line spacing

The proposal format requires that proposals be single-spaced but also states that paragraphs must be double-spaced. Does this mean that the entire document is single-spaced, with double spacing between paragraphs?

R1. Yes.

Q2. RFP Section 4.2.5.2 (Vendor Financial Stability), page 20, Financial statements

Our parent company is of retail industry, established in January 2014. The parent company has financial statements. However, the non-profit sector of the business is newly formed as of August 2015 and has separate EIN. The RFP response is being prepared under the non-profit sector. There are no audited financial statements, nor quarterly financial statements for the non-profit sector. Should I submit the financial statements of the parent company?

R2. No, if there is a separate FEIN for the non-profit organization.

Q3. RFP Section 3.0 (Scope of Project), page 15, service description

Is ADHR looking for a single vendor to employ a state-wide program? Should the proposal be tailored for a state wide approach or should it be narrowed down to the vendor's local area? Is there a limit to the number of counties a single vendor may serve?

R3. See Attachment #1 and Section 1.0 of the RFP document. There is not a limit on the number of counties and single vendor may propose to serve.

Q4. RFP Section 5.21 (Detailed Line-Item Budget), 5.21B page 23

Instructions are given regarding the use of space owned by the vendor. Is the vendor required to provide space, or are there facilities currently available for the provision of services? If so, is a Resource Sharing agreement expected? What are the terms?

R4. Yes the vendor is required to provide space. No, facilities are not available for provision of services.

Q5. RFP Section 5.2.1 (Detailed Line-Item Budget) page 23

Instructions are given regarding the use of equipment owned by the vendor. Is the vendor required to provide all equipment (computers, phones, etc.), or is there equipment available for use?

R5. Yes, the vendor is required to provide all equipment. No, there is not equipment available for use.

Q6. RFP Section 1.3 (Contract Term), page 7



Contract Term indicates "The selected vendor must be fully operational on Thursday, October 01, 2015." In light of the extension of the procurement, is 10-1-15 still the anticipated start date?

R6. Yes.

Q7. RFP Section 1.0 (Project Overview), page 7

Project Overview indicates the request "seeks qualified vendors" while page 7, section 1.3 uses the phrase "selected vendor." Does DHR intend to award to multiple vendors?

R7. Yes.