



**Q1. Do you have an estimated level of effort and/or ceiling?**

**R1. No, but the state is looking to build a robust E&T program. We are looking to establish as many third party partnerships as possible.**

**Q2. Could you please provide us with a copy of Alabama's Annual SNAP Employment & Training Plan or direct us to its location on the Web.**

**R2. Yes, the States E&T plan has been posted on the DHR website at ([www.dhr.alabama.gov](http://www.dhr.alabama.gov)), click on Requests for Proposals under QUICK LINKS, then click on the RFP link for Employment and Training Consultant.**

**Q3. Page 7: ¶1.1 states that "Eligible entities may include governmental agencies, faith- based organizations, non-governmental public or private organizations and individuals who: 1) are legally authorized to conduct business within the State of Alabama . . .**

**Does this mean the vendors must be registered with the Secretary of State before submitting a proposal or before a contract is executed?**

**R3. Vendors are required to register with the Secretary of State ([sos.alabama.gov/business-services](http://sos.alabama.gov/business-services)), prior to the execution of a contract.**

**Q4. Page 16: ¶3.2 states that "The Department will meet a minimum of two times per month with the contractor."  
Are each of these meetings expected to be on-site in Alabama?**

**R4. Initially, we would want the Contractor to meet face-to-face with the Department. as the Department becomes more knowledgeable we can transition to conference calls; however, we would want the Contractor to be available to meet face-to-face if the State deems it necessary.**

**Q5. Pages 35-36: Appendix G provides the number of anticipated participants in each county.**

**Do these numbers reflect the total number of work-eligible SNAP recipients in each county, the number of ABAWDs, or something else?**

**R5. The numbers reflect the total of ABAWDs.**



**Q6. Page 17: ¶4.2 states that “All proposals (the original and copies) must include labeled tabs that correspond with the bolded sections and subsections (titles and numbers) to which the information pertains as specified in Section 4 of this document.”**

**This appears to require 33 tabs in the technical proposal. Is this understanding correct or are tabs only required for the major sections?**

**R6. No, tabs are required to cover information pertaining to the entire page. For example, if the first page pertains to Vendor Qualifying Information 4.2.5.1, this information will be used on the tab but the section will cover Vendor Profile and Experience, Past and Present Contractual Relationships, etc. until the page is filled, then you will tab the next section with a new title and repeat this process until the entire proposal is complete.**

**Q7. Page 36: The footnote suggests that ABAWD waiver will expire for ten counties effective January 1, 2017.**

**Does this mean that the work requirement for ABAWDs will be effective statewide after that date?**

**R7. Yes. Effective January 1, 2017, all 67 counties in Alabama are subject to ABAWD time limits.**

**Q8. What is the source of funds for this procurement (e.g., 100% SNAP E&T Federal funding)?**

**R8. The State is planning to pay for the consultant selected through this procurement with 100% E&T funds. The State anticipates that the consultant selected will help the State to take advantage of third party partnerships to further develop the State’s E&T program.**

**Q9. Is there a maximum amount of funding set aside for this procurement? If so, what is that limit?**

**R9. No, See R1.**

**Q10. Page 23: The Evaluation Criteria set forth in Section 6 state that the Cost Proposal counts for 20% of the total points.**

**Does this mean total cost to the State, total cost to the Federal government, or something else?**

**R10. The Evaluation Criteria for the cost proposal has nothing to do with costs to State or Federal Government. The weight of 20% for the Cost Proposal will be determined based on the information that is provided in Section 5.0 Cost Proposal.**

**Q11. In entering into multiple similar consulting/technical assistance contracts with individual States, counties and USDA/FNS, we have utilized hourly consultant rates**



that are inclusive of all costs, including salary plus benefits, supplies, equipment, space, and other administrative and overhead costs. Consultant rates are tiered based on the seniority of each consultant. The Cost Proposal Sheet (Appendix E, page 29) does not provide a clear framework for including consultant rates. Could these rates be included in the “Other” Line (Item 7) as “Professional fees - Consultant Costs”, and a separate attachment provided that breaks out these costs by Consultant type (e.g., Senior; Associate, etc.), number of each type, hourly rate for each type, estimated hours for each type, and total costs for each type (number consultants for type x hourly rate x number hours)?

Or, is there an alternative suggested way, utilizing the Cost Proposal sheet, to include these fully inclusive Professional fee - consultant rates?

- R11. Yes, it will be okay to submit list the consultant rates in the “Other” line as “Professional fees – Consultant Costs” and provide supporting documentation defining the differing costs.