



MISSISSIPPI STATE DEPARTMENT OF HEALTH

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**Request for Proposals – RFX # 3120002841**

**Technical Assistance for Ryan White Part B**

**AMENDMENT #1**

**Procurement Questions and Answers**

	<b>RFP Reference</b>	<b>QUESTION</b>	<b>ANSWER</b>
1.	3.5, Page 21	If an agency has performed significant work with the state, can the agency reference the work performed, without providing the name? If someone can easily determine the agency based on the work we describe, will it disqualify us even though we never used our name?	Section 3.5 (p.19-21) explains Blind Submission and which portions of your submission must be Blind. Blind submission is required for the Service Plan (how you will accomplish the requested outcomes for MSDH). The Management section is not blind and identifying information is not prohibited. In order to avoid disqualification, anything that may be considered identifying information should be stated in the Management Section.
2.	3.0, Page 22	Our proposal is a collaborative with us and a strong local provider. When referring to the Offeror, do you mean the collaborative or the agency that is taking lead for the submission?	Offeror is the entity that is responding to RFP to be prime awardee of the contract.
3.	8.0, Page 29	How many years of budget do we need to include?	Award will be made based on the projected 5-year Contract Total (Attachment C-Cost Proposal). One year budget sample and one year work plan is minimum requirement. However, the respondent may include additional budget and forecasting documents as the page limit permits.

	<b>RFP Reference</b>	<b>QUESTION</b>	<b>ANSWER</b>
4.	Attachment A-1, 31	The application asks to list all clients that have discontinued use of our services in the past 3 years and our understanding of their discontinued use of services. We are a firm with thousands of clients ranging from Federal, state and local, to non-profits, to health systems, to for profits, to individuals. It is impossible to list all clients who may have discontinued and why. How do we reasonably satisfy this question?	List all clients related to Ryan White projects where the contract was terminated because the entity was dissatisfied with the services you provided.
5.	3.5, Page 20	We generally put a cover page with all applications. Would that count against our page limit	Attachment A is the only coversheet that is required, and it is not included in the page count. Any other coversheet may be discarded.
6.	2.1, Page 10	Do we need to include a workplan and if so, for how many years?	Please refer to response to question #3.
7.	2.1, Page 10	In terms of the budget for staff augmentation, should we be adding \$500K per year for 5 years to our bid or is that \$2.5M for the entire contract period even if the contract ends after three years?	\$2.5 million is the total over the life of the contract whether it ends in 3 or 5 years. It is the cumulative staff augmentation budget for the initial term of the contract and any option years exercised.

**Please review, sign, and submit this Amendment with your proposal by the submission date.**

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<b>Name</b>	<b>Title</b>	<b>Date</b>
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