

Get Smart for Healthcare RFP Questions and Answers

1) Q: Page 5 – contract term - Should this be January 1, 2014 to match page 6 start of contract date?

A: We will execute the contract will begin as soon as we choose a candidate, on or before 1/1/14. The anticipated start date is 1/1/14.

2) Q: Page 9 – Evaluation criteria and weights – Should organizational profile weight be 25% to match page 26 weight/points?

A: Yes, the weight on page 9 is incorrect; it should be 25% as noted on page 26.

3) Q: Page 9 - Evaluation criteria weights – should Work Plan weight be 35% to match page 27 weights?

A: Yes, the weight on page 9 is incorrect; it should be 35% as noted on page 26.

4) Q: Page 9 – Evaluation criteria weights – should budget narrative weight be 25% to match weights on page 27 and 28?

A: Yes, the weight on page 9 is incorrect; it should be as noted on page 26.

5) Q: Page 19 – Organizational requirements – Can the applicant organization be a non-profit 501(c)3 like the Connecticut Center for Primary Care which is a research organization affiliated with ambulatory group practices or does the applicant have to be the actual ambulatory group practices?

A: Yes, eligible applicants can be a non-profit

6) Q: Page 5 states that the term of the contract is for eight months, page 21 implies the contract runs for 6 months. Which is correct?

A: The contract can run as soon as we choose a final candidate. If the contract can start 1/1/14-7/31/14, it would be closer to 7-8 months.

7) Q: Page 21 – final report within 30 days of the end of the contract – Is it safe to assume this means 30 days after the end of the contract and not before the end of the contract? Because several lines down under 5) it says final report by August 31.

A: The final report is due 30 days after the end of the contract and all contract terms will be stated in the final contract.

8) Page 21 – timeline for deliverables – If circuit riding is completed July 15, there is insufficient time by July 31 to see an impact and assess change by July 31. Seems like project should be extended for longer period to allow for assessment post implementation.

A: We understand and agree that more time would be helpful, but we are constrained by the terms of the federal grant award. We anticipate some measurable changes in knowledge and attitudes. While behavior changes will take longer to document, data may show some early changes. Robust efforts to document baseline behaviors and tracking of early adoption of changes will strengthen the case for DPH's efforts to continue this project with federal funding in the next federal cycle.

9) Page 29 – Corporate entities are to use Form B or Form C for their non-discrimination certification. Where can we obtain forms b and c?

A: Forms B and forms C are now at this site

http://www.ct.gov/dph/cwp/view.asp?a=3152&q=389676&dphNav_GID=1601

10) Page 29 – non-discrimination certification – if proposal is for \$50,000 exactly, one statement says use Form c and on the bottom of the page is says notarization requirement exist is excess of \$50,000 – Do we need notarization on Form C if exactly \$50,000? It is \$50,000 or more. The form is needed.

A: Yes, form C needs to be notarized even if it's exactly \$50,000. Form B does not need notarization if its \$49,999 or less.

11) Page 23 – Proposal Outline:

a. F.1.b: Attach letters of collaboration – do you mean to attach letters both here in Section F and in Section H.b. appendices? Yes, attach them twice.

A. Please attach once at the end of the proposal

b. F.2.b attach resumes – do you mean to attach twice in section F and in Section H.a Resumes. Yes, attach them twice.

A. Please attach once at the end of the proposal

c. F.3 is skipped – Was something meant to be section F.3? Do we actually force a blank section or should we renumber section F4 and F5?

A. Keep the numbering consistent with the RFP. Section F.3 did not apply to this RFP.

d. F.5a Work Plan – do you want this attached twice, both in Section F5 and Section I.a? Section I just lists out the forms that are in the RFP

A. Please attach once at the end of the proposal

e. G.2.c – Budget Justification – do we attach it twice in both Section G.2 and Section I.b? Yes, please attach it twice

A. Please attach once at the end of the proposal

12) Page 8 page limits – 12 pages includes proposal narrative and work plan – The work plan is listed twice as section F.5a and Section I.a. The proposal outline page 23 shows no spot for proposal narrative. Please clarify which sections are included in the 12 page limit and where the proposal narrative should go. The services to be provided should come after the organizational profile.

A: Services to be provided have been incorporated into the Work Plan. The 12 page limit refers to the sum of Organizational Profile plus Staffing plus Work Plan.

13) Q: We want to clarify that the start date is January 1, 2014. It states under Contract Term: “Anticipated Contract term will begin December 1, 2014”, and under Procurement Schedule it states “contract begins January 1, 2014”.

A: Once we choose the final candidate, we are allowed to engage in the contract process. The actual contract will begin as soon as we choose a candidate, on or before 1/1/14. If we can start a contract on 12/1/13, we will, but if it takes us longer it will begin 1/1/14.

14) Q: We’d like to know if Primary Care Associations are eligible to participate in the RFP (our members are Federally Qualified Health Centers). It’s not clear under Eligibility.... Private provider organizations (defined as non-state entities that are either nonprofit or proprietary corporations or partnerships). Individuals who are not a duly formed business entity are ineligible to participate in this procurement.

A: All and any groups are eligible to apply