



HHS Enterprise Contract and Procurement
Services

SOLICITATION ADDENDUM

SOLICITATION ADDENDUM:# 1
for
SOLICITATION:# 529-10-0013

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| Date: 7/24/09 | ECPS Purchaser/Contract Administrator: Thomas Spears Phone: 512-206-5769 Fax: 512-206-5006 |
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Date D/ue: 07/29/09**Time:** 1:00PM
Month /Day/ Year

DESCRIPTION OF THE ADDENDUM:

This Addendum is issued to reflect the following information, clarification or change:

HHSC Post Responses to Vendor Questions.

| Question /Answer # | RFP Section/ Page Reference | Questions and Answers |
|---------------------------|------------------------------------|--|
| Q 1 | Section 2 | <p>In Section 2.15, "Format and Content," page 18, the RFP states that the proposal "must consist of two parts: Part 1 - Business Proposal and Part 2 - Budget Proposal."</p> <p>However, Section 2.15.2, page 21, seems to introduce a third Part, called "Part 2 - Technical Proposal."</p> <p>Please confirm Respondent's understanding that the Technical Proposal was not intended to be a requirement of this RFP, and that the Cost Proposal, labeled "Part 3" on page 22, should be labeled "Part 2," for consistency.</p> |
| A | . | Respondent's understanding is correct. The RFP does not include a technical proposal requirement. The RFP Cost Proposal that is required on page 22 is clarified to be labeled as "Part 2". |
| Q 2 | Section 2 | If the answer to Question 1 is that Respondent's understanding is not correct, meaning Respondent is required to submit a "Technical Proposal," can you please specify which "business activities and requirements described in the RFP", Section 2.15.2, page 21, HHSC expects are in need of a technical solution? |

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| | | (Question 2, continued) Also, please clarify the proper sequence of the Parts (Business, Technical, and Cost). |
| A | | Respondent's understanding is correct. The RFP does not include a technical proposal requirement. See answer for Q3. |
| Q 3 | General | The inaugural RFP for this program, RFP #529-06-0277, released October 17, 2005, resulted in HHSC Contract #529-06-0277-0001. That contract and its subsequent amendments provided that, "The purpose of this program is to promote childbirth rather than abortion. Therefore, providing abortions, or providing information about abortion or referrals to abortion services, is inconsistent with the purpose of this program. However, under the provisions of the RFP, abortion may be discussed in the context of promoting childbirth rather than abortion." Please confirm that under this RFP, #529-10-0013, the purpose of this program is to promote childbirth rather than abortion, and that providing abortions, or providing information about abortion or referrals to abortion services, is inconsistent with the purpose of this program. Please confirm also that under RFP, #529-10-0013, abortion may be discussed in the context of promoting childbirth rather than abortion. |
| A | | This procurement's Section 1.4 Mission Statement and Section 1.5 Mission Objectives clearly state that HHSC seeks to promote childbirth with healthy outcomes for both mothers and children through the provision of support services for pregnant women who have made the decision to give birth. As such abortion is not a consideration for the clients of this program, and a discussion of abortion is inconsistent with the program's mission. |
| Q 4 | General | Will the client services described by the RFP be available only to U.S. citizens? Texas residents? |
| A | | Client services will only be available to United States citizens or those who can establish United States Citizenship and Immigration Service (USCIS) status as a lawfully admitted qualified alien. |
| Q 5 | General | Please confirm that administrative costs for the prime contractor can include employee costs. |
| A | | Yes, administrative costs can include employee costs up to a cap of 15% of the grant. Proposals with lower administrative costs will be looked upon favorably. |
| Q 6 | In Section 2.15.3, "Cost Proposal," page 22 | A reference is made to "RFP Attachment A." We could not locate Attachment A; please advise as to where Attachment A is located. |
| A | | Pages 27, 28 and, 29 are the templates described as attachment A |
| Q 7 | Section 2.15.1.2, Section 3 page 19 | "Financial Capacity," the Respondent is required to submit a current financial statement plus two years of audited financial reports. Please clarify whether these financial statements and reports count against the 50-page limit to the Respondent's proposal. |

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| A | | No they do not count against the 50 page limit |
| Q 8 | | Are there specific counties or cities that this project targets? (Specific Metropolitan Areas or Rural Areas) |
| A | | This program is to provide for statewide implementation and operation for statewide service provision. |
| Q 9 | | Minimally how many physical sites should this project host across the State of Texas? |
| A | | There is no minimum or maximum number of sites; however this program is intended to offer statewide services. |
| Q 10 | | After 2011, how will this program maintain sustainability? Should potential contractors include sustainability recommendations |
| A | | Unknown at this time as to program operation beyond the term specified in the RFP. Sustainability recommendations are not required in this RFP. |
| Q 11 | | Is this program a pilot program? Should potential vendors incorporate cost associated with closing offices and reducing staff in 2011 program timeline and budgets? |
| A | | This is not a pilot program. No, costs associated with closing offices and reducing staff in 2011 should not be included in the program's proposed timeline and budgets. Budget should be for operational costs for program operation. |
| Q 12 | | May the contractor incorporate HHSC logo/name in marketing material? |
| A | | Yes with HHSC permission only. Any and all marketing materials must be approved through HHSC |

Failure to acknowledge receipt of this addendum may result in response rejection. Respondents may acknowledge receipt by one of the following methods:

1. **Sign and return this addendum to HHSC-ECPS with the solicitation response;** or
2. Acknowledge receipt of this addendum on face of your response, **or**;
3. If response has already been submitted by respondent, respondent may acknowledge receipt by signing and faxing the addendum to the fax number above prior to solicitation due date and time:

Authorized Signature: _____ Date: _____

Printed or Typed Name of Authorized Signature: _____

Business Entity Name: _____