

RFQ DBHS-2016-03 Questions and Answers

RFQ DBHS 2016-03: Drug Alcohol Safety Education Program (DASEP) Area 6

- 1) Why did the DASEP-Area 6 go from an RFP to an RFQ?

The decision to procure DASEP-Area 6 as a Request For Qualifications (RFQ) was an administrative decision. It was determined that DASEP has a defined set of qualifications to be met and that cost is not an evaluation factor for vendor selection. This meets the requirement for an RFQ.

- 2) Do we need to fill out Attachment C and return with proposal?

Respondents to the Request For Qualifications (RFQ) are not required to complete Attachment C-State of Arkansas Professional/Consultant Services Contract form at the time of submission. When a vendor is selected for the contract, a DHS Contract Officer will complete and submit this form to the awarded vendor for signatures and it becomes part of the vendor's contract file.

- 3) Do we need to resend the financial proposal?

Financial proposals are not permissible with Request For Qualifications (RFQs). The cost of executing the contract is not an evaluation factor in determining the DASEP vendor.

- 4) Section 5.1.5, B iii - Include a description of proposed printed materials that will be provided. Include a sample of those materials with your Technical proposal. We currently use the DASEP text books, DASSI test, class information sheets and instructional sheets for driver's license reinstatement requirements, should we include samples of these materials?

According to Section 5.1.5, B iii of the RFQ, samples of materials utilized for implementation of the education services are permissible with your proposal. Please be sure to label the materials appropriately.

- 5) In reading the RFQ Schedule of events and timetable, August 10th at 12 noon is the closing date and time for receipt of proposals. Is there anything other than this that you need from us before that date?

According to the Request For Qualifications (RFQ) Schedule of Events, the proposals are due August 10th by 12:00 noon. There are no other documents required or needed prior to the submission date.