

Instructions

This Response Template must be used for submission of written questions. All questions should provide the requested information. Those that do not, may not be answered by DHS. The Vendor may add as many lines as needed. DHS would strongly prefer the Vendor to ask multi-part questions as individual questions on separate lines.

Instructions: Complete all cells of each question asked in the Table below. Clearly identify the referenced section or text.

Question ID	RFP Reference (page number, section number, paragraph)	Specific RFP Language	Question	Answers
<i>Example</i>	<i>Page 7, section 1.15, C</i>	J. vendors may submit multiple bid	<i>May vendors submit more than one bid?</i>	<i>yes See section 1.15, J</i>
1			Whether companies from Outside USA can apply for this? (like, from India or Canada)	Yes
2			Whether we need to come over there for meetings?	Yes
3			Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)	No
4			Can we submit the proposals via email?	No
5			How many paid holidays would the Certified Geriatric Nurse Practitioner receive? I saw where the state recognizes 10, however, I read another paragraph that only referenced 4 paid holidays.	<i>Contracted employees (Geriatric Nurse, etc.) are not paid holiday pay. The Geriatric Nurse is only paid for actual days worked. The 4 holidays you are referencing (Section 2.2) are days the Geriatric Nurse is not required to work.</i>
6			Professional Liability - Our company currently has \$1 million per occurrence/ \$3 million aggregate. Would we need to increase the aggregate coverage to \$5 million before sending in a bid or could the limit be increased after an award is made?	<i>Leave as is</i>
7			Invoicing - How often could the contractor invoice? What are the payment terms on this contract?	<i>Monthly</i>
8			Will this contract be awarded to a single vendor or to multiple vendors? If multiple, how many vendors do you intend to award this contract to?	<i>Single. See Section 1.2 Type of Contract, Item A.</i>
9	Page 10 of 18; Section 2.3 MINIMUM QUALIFICATION	B. The Contractor must possess five (5) years' experience as a certified geriatric nurse practitioner. C. The Contractor shall have experience in a residential treatment setting.	Are these minimum qualifications applicable to the vendors or to our proposed nurse practitioners?	<i>Min quals apply to the nurse practitioner that would fill position</i>
10			Are there any incumbents?	No
11			What has been the past spend on this contract and what is the estimated budget moving forward?	<i>Not relevant for submitting a bid.</i>
12			Do we need to submit resumes for proposed Nurse Practitioners? How many resumes do we need to submit? Do you want representative resumes from our firm or do you want actual people who will be assigned to the task? If so, when will the task begin?	<i>Require resumes from a proposed Geriatric Nurse Practitioner, not agency resumes. Position will begin as soon as contract is in place.</i>
13			Can Medical Staffing Firms participate in this solicitation and propose candidates for the Nurse Practitioner position?	<i>This position requires the continuity of care of one full-time Geriatric Nurse throughout the duration of the contract.</i>
14			Would the Contractor's EMR system be used or one provided by the Facility?	<i>Provided by the Facility</i>
15			How many patients on average would the Nurse Practitioner see?	<i>Eight to fifteen</i>
16			Would the Nurse Practitioner ever be required to take call?	No
17			How many healthcare providers are required? Or last year used number of providers.	<i>This position only requires one healthcare provider. There will be a total of five healthcare providers on campus once this position is filled.</i>
18				
19				
20				