



Questions and Answers

Issued December 12, 2017

RFP #109 Continuum of Care Planning and Technical Assistance

Pre-Proposal Conference: 10:00 a.m., Monday, November 27, 2017

Proposals Due: 5:00 p.m., Friday, December 15, 2017

Pre-Proposal Conference HSH Representatives:

Cindy Ward, Program Manager

Alison Schlageter, program Manager

Winnie Xie, Acting Contracts Manager

Vanessa Price-Cooper, Contracts Manager

Questions and Answers

- Question:** Can the proposal response be single-spaced?
Answer: Yes.
- Question:** The Description of Services section in the RFP contains 24 service components, but the Evaluation and Selection Criteria are divided by three areas with ten criteria. So the areas evaluated are not the same as the service component?
Answer: The selection criteria shall be used to evaluate the response to the Description of Services that is included in submitted proposals. Each proposal shall be evaluated as a whole, based on the services to be provided and evaluation criteria. In order to facilitate proposal review, proposers should indicate the specific page numbers that correspond to the answers addressing the evaluation area. The “proposal page #” on the “Evaluation and Selection Criteria” sheet refers to the page numbers where the review panel can find the answers addressing the evaluation criteria.
- Question:** Can we put the budget justification, planned leveraging of any resources, paired with the forms and our audit in the Fiscal Capacity section of the proposal?
Answer: Yes, any documentation that supports an organization’s fiscal capacity should be included in the “Fiscal Capacity,” section of the proposal.
- Question:** What is the funding level?
Answer: A specific funding level hasn’t been set as of this date; respondents should bid the item as they see fit, and the final budget may be negotiated upon grant award, if needed.

