

RFP 5401 – Transition Network Facilitator

Questions and Answers # 2

May 19, 2014

Q. 1. In **Exhibit A: Scope of Work**, subsection 3, Deliverables and Payment Schedule, page 24 of 32, "Proposal shall propose paypoints tied to the tasks and milestones in a format similar to this table." Please define the term "Paypoint" as required by the applications. Are you asking for a dollar amount, or a timeframe such as "Quarterly?"

A. 1. **A "Paypoint" is a milestone. "Quarterly" is one definition. Proposers sometimes attach a dollar amount there, but not everyone. It's up to the Proposer.**

Q. 2. RE: **Exhibit A: Scope of Work (on page 24 of 32 in the RFP)** Purpose # 3: "Deliverable and Payment Schedule:"

- a. Are you referring only to the hiring process for the Facilitator or to all the Scope of Work Deliverables?
- b. The previous Q and A says it is just the hiring of the Facilitator however the RFP refers to the Scope of Work.
- c. Does this "Deliverable and Payment Schedule" belong in section 5.2.3 "Technical and Experience # 3 The methodology?"

A. 2. **a. through c:**

- a. The work of the resulting Contract will be to hire a Transition Network Facilitator.**
- b. In the Scope of Work, under "Specific Work to be accomplished:", Number 1 is the work to be done by the successful proposer(s). Numbers 2 and 3 define the minimum qualifications and desired attributes for whoever is hired by the successful proposer(s).**
- c. No.**

Q. 3. **Section 5.2 – EVALUATION AND SCORING CRITERIA (100 Points):** Is there an error in the numbering of the sub-sections?

A. 3. **Yes. The correct numbering is:**

- 5.2.1 Management Qualifications (30 points)**
- 5.2.2 Technical and Experience (20 points)**
- 5.2.3 Staffing Plan (40 points)**
- 5.2.4 Pricing (10 points)**

Q. 4. In **Section 5.2.1 – Management Qualification (30 points)**, # 5 – **Knowledge and understanding of the required services as shown through the proposed approach to staffing and scheduling needs**: Are you referring only to the hiring process of the Facilitator or to all activities in the resulting Contract?

A. 4. **Yes.**

Q. 5. **ATTACHMENT B – BUDGET FORM**: Is the purchase of a computer for the Facilitator an accepted cost with this Contract?

A. 5. **Yes.**