

**ADDENDUM # 1**  
**QUESTIONS AND ANSWERS**  
**RFP # 320 PUR-DHHRFP-PSHP-FY15-OAAS**  
**PERMANENT SUPPORTIVE HOUSING PROGRAM**  
**OFFICE OF AGING AND ADULT SERVICES**

**Question No. 1:**

We had submitted a proposal in response to the PSH RFP released June 26, 2015 and due August 4, 2015. We have reviewed this new RFP and although do see a few changes in the sections titled Proposals, Evaluation and Selection, and Successful Contractor Requirements, we do not see any changes that would require modifications to the proposal submitted August 4<sup>th</sup>.

Do we still need to resubmit an entire proposal, with necessary hard and electronic copies, and or can we just submit a new Certification Statement and letter indicating our continued interest and reference to the proposal submitted August 4<sup>th</sup>? If it is necessary to resubmit in full, it is possible to make arrangements to pick up the material previously submitted?

**Answer:**

An entire proposal is required for resubmission. Material submitted in response to an RFP becomes property of the state. Therefore, previously submitted proposals cannot be returned to the proposers.

**Question No. 2:**

What specific items should be included in the “redacted proposal” on the CD or Flash drive?

**Answer:**

The redacted proposal is a version of the proposal with confidential and/or proprietary information removed from one copy of the proposal for public records purposes.

**Question No. 3:**

Is it acceptable to bind the proposal copies together with a binder clip?

**Answer:**

Yes, binding proposals with binder clips is acceptable.

**Question No. 4:**

Is it correct to assume that the following items constitute a full and acceptable response to this RFP?

- a. one (1) original hard copy with Certification Statement signed in ink
- b. three (3) hard copies of the proposal
- c. one (1) electronic copy (cd or flash drive) of the entire proposal
- d. One (1) electronic copy of the Redacted proposal (cd or flash drive)

**Answer:**

This is correct. As stated in Section I, Part 2 of the RFP: Proposer shall submit one (1) original hard copy (The Certification Statement must have original signature signed in ink) and should submit one (1) electronic copy (cd or flash drive) of the entire proposal and three (3) hard copies of the proposal. Proposer should provide one electronic copy of the Redacted proposal (cd or flash drive). No facsimile or emailed proposals will be accepted. The cost proposal and financial statements should be submitted separately from the technical proposal; however, for mailing purposes, all packages may be shipped in one container.

**Question No. 5:**

What specific items should be included with each section?

- e. cost proposal and financial statements
- f. technical proposal

**Answer:**

A cost proposal is not required for this RFP since the cost is not being bid on. The financial statements should be submitted separately from the technical proposal; however, for mailing purposes, all packages may be shipped in one container.

**Question No. 6:**

On page 6, D. Invitation to propose, the RFP states: Only vendors who are currently credentialed and contracted to provide Community Psychiatric Support and Treatment (CPST) services through the Louisiana Behavioral Health Partnership may apply.

The Louisiana Behavioral Health Partnership is the Magellan Corporation in the state. Because our company is a large competitor of Magellan we are not credential nor contracted for CPST services with Magellan. Therefore, how we read the RFP, our company is unable to meet this criteria and ineligible to bid. Is this the correct analysis of this section of the RFP and your intent? Thank you.

**Answer:**

To be eligible for bidding, proposers must currently be credentialed and contracted to provide CPST services with Magellan. The above analysis is correct.

**Question No. 7:**

On page 10, the new proposal states, “Contractor will complete Medicaid 1915(c) waiver enrollment by October 1, 2015.” This is the same date shown in the original proposal (6/26/15, page 7). Is this a typo or must enrollment be completed by this date for qualification purposes of this award?

**Answer:**

This is an error. The revised date to complete Medicaid 1915(c) enrollment is November 1, 2015. The RFP will be updated to reflect this revision.