



*Delaware Health
And Social Services*

DIVISION OF MANAGEMENT SERVICES

PROCUREMENT

DATE: May 6, 2013

HSS-13-005
VOCATIONAL TRAINING SERVICES
CULINARY ARTS SKILLS TRAINING
FOR
DIVISION SUBSTANCE ABUSE AND MENTAL HEALTH

Date Due: May 28, 2013
11:00AM

ADDENDUM # 1

Please Note:

THE ATTACHED SHEETS HEREBY BECOME A PART
OF THE ABOVE MENTIONED BID. Questions and
Answers

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REQUEST FOR PROPOSAL NO. HSS-13-005
VOCATIONAL TRAINING SERVICES
CULINARY ARTS SKILLS TRAINING
PRE-BID Questions & Answers

1. Are the financials being requested by BEP just on revenue generated by the café clientele?

(DVI) Yes.

2. DVR is mentioned as one of the agencies referring clients. Does this mean that anyone requesting culinary training or being referred by DVR for culinary training will be referred to this facility exclusively only?

No, per DVR policies we give our customers choice in the services and training programs they select. This will be an additional option for training.

3. How will my current contract with DVR to provide culinary training be effected by this new joint venture of the three agencies?

It will not be impacted.

4. If I am not selected as the vendor for this facility, does this mean I will no longer get referrals from DVR for culinary training? Meaning, will preference be given to the DHSS café for referrals?

No – see item 2.

5. What agency will be handling the referral process?

DVR will refer their clients for training. Other agencies may elect to do so as well.

DVI will refer their clients for training.

6. What agency will be handling payment to the vendor?

DVR will handle payments for their clients. Other agencies may elect to do so as well.

DVI will handle payments for their clients.

7. I already have a culinary school. Will I be allowed to bring in other students as well that are not referred by the three agencies?

(DVI) Yes.

8. Will DVI provide assistance with special equipment should their clients need this?

(DVI) DVI may provide specialized equipment.

9. What are the hours of operation of the café?

(DVI) 7:30 AM – 2:00 PM

10. To have a well run culinary program, one would need use of the entire facility, meaning that the person currently occupying part of the facility would have to vacate the premises. Can this happen?

(DVI) we intend to keep our current contractual agreement.

11. Who pays for equipment repairs and or replacement?

(DVI) DVI will not pay for any repairs or replacement of equipment.

12. Is there a more recent survey than 2003?

(DVI) NO

13. Can a current survey be completed in time for this RFP?

(DVI) NO

14. Are the sales of the previous vendor available?

(DVI) NO, DVI provided the previous vendor a waiver con commission/rent payments and did not require the vendor to provide financial information.

15. Will the budget depend on the amount of students enrolled?

For the purposes of the RFP response, please submit a line item operating budget for one year. The payment structure of the contract will be addressed during negotiations

16. Will the state provide specialized equipment?

(DVI) DVI may provide specialized equipment.

17. Are hands-on tools available through DVI?

(DVI) DVI may provide hands-on tools.