



*Delaware Health
And Social Services*

DIVISION OF MANAGEMENT SERVICES

PROCUREMENT

DATE: November 10, 2015

HSS 15-050

DDDS QUALITY GROUP CONSULTANT FOR DEVELOPMENTAL DISABILITIES
for

Division of Developmental Disabilities Services

Date Due: December 2, 2015
By 11:00 AM Local Time

ADDENDUM # 1 – Questions & Answers.

PLEASE NOTE:

THE ATTACHED SHEETS HEREBY BECOME A PART OF THE ABOVE MENTIONED RFP. These are the current QUESTIONS AND ANSWERS . We will post and update to this document on August 12th 2015.

Kieran Mohammed
Procurement Administrator

Robert Paxson
Division Contact

Question: Is the State of Delaware open to making an exception re: the Misc. Errors and Omissions and Commercial General Liability coverage by only requiring 1 million lifetime/aggregate? Or are the amounts listed non-negotiable? Could you clarify what risk within this \$75,000.00 project warrants the requested amount of coverage?

Answer: All exceptions to RFP and contract boilerplate on Attachment # 3 of the RFP. Exceptions to the contract boilerplate will be considered at the time of contract negotiation.

Question: Can you provide an acceptable range of meeting frequency between the contractor and Quality Group (e.g. monthly? Bi-monthly? Quarterly?)?

Answer: Generally the Quality Group will meet Quarterly, however due to the importance and timing of this project meeting may occur monthly. It is the expectation the selected vender be available for updates with reasonable notice.

Question: What location (city) will the Quality Group meetings occur?

Answer: The Quality Group meetings generally occur in Bear, Delaware at the following address: 2540 Wrangle Hill Road Suite 200 Bear, DE 19701. However, meetings may occur at any location throughout the state. The state of Delaware is small in size and only 100 miles long and 30 miles wide.

Question: We could not find clear reference to this in the RFP, but other state documents mention a bond requirement. Is there a requirement to remit a bond equal to 6% of the total cost of the project if your organization is from out of state? Would our organization actually have to set these funds aside for the duration of the contract or would a promissory note suffice?

Answer: All requirements are delineated in the RFP document. If that is not included as a requirement then it is not required.