

STATE OF DELAWARE
DEPARTMENT OF JUSTICE

January 17, 2017

TO: ALL OFFERORS

FROM: John H. Taylor III
Deputy Attorney General

SUBJECT: **Addendum #2 to Request for Proposal
Contract No. LGL17101-OPIOID_STUDY
Inventory of Deficiencies in Prescription Opioid and
Heroin Addiction Treatment**

ADDENDUM #2

This addendum provides a supplemental question and answer summary for the above referenced Professional Service Request for Proposal, identified as Contract No.LGL17101-OPIOID_STUDY.

Although the below questions were received after the posted deadline for vendor questions, the Department of Justice has elected to provide responses to all interested vendors to avoid any confusion in the preparation and submission of proposals.

[Numbering of Questions and Answers is continued from Addendum #1.]

Q8.

Section #: Appendix A Minimum Mandatory Submission Requirements

Paragraph #: 3 (top) and 1 (bottom)

Page #: 40

Text of passages being questioned:

“3. Pricing as identified in the solicitation.”

“1. Three (3) paper copies of the vendor proposal paperwork. **One (1) paper copy must be an original copy, marked “ORIGINAL” on the cover, and contain original signatures.**”

Section #: IV.B

Paragraph #: 2

Page #: 4

Text of passage being questioned: “Each proposal must be submitted with two (2) paper copies and one (1) electronic copy on CD or DVD media disk, or USB memory drive. Please provide a separate electronic pricing file from the rest of the RFP proposal responses.”

I don't see any specifications for pricing format. In the RFP, Appendix A, page 40, the Mandatory Minimum Submission Requirements stipulate in #3: "Pricing as identified in the solicitation", but I don't seem to find any. Also, Appendix A would make it look as if the pricing should be included in the main body of the proposal as opposed to a discrete packet for submission.

Also, on page 4 of the RFP, it is stipulated that 2 paper copies and 1 electronic copy of the proposal should be submitted, and 1 electronic copy of the pricing separate from the RFP proposal response. Yet, on Page 40, the RFP states that 3 paper copies, one of which is an original, should be in one packet. Should I include 3 copies of the pricing description and one electronic copy of the pricing in a separate packet, or should the pricing be included in the body of the proposal (3 copies) and just an electronic copy of the pricing in a separate packet?

(A).8

- a. Pricing should be included in the main body (or in an attachment) of the proposal, in addition to the requirement that it be provided in a separate electronic pricing file from the rest of the RFP proposal responses. The RFP does not contain any other specifications for pricing format.**
- b. Beyond the formatting requirements, Vendors should note the substantive pricing requirements stated in Section III.A.6 of the RFP on page 2: "Vendor's pricing proposal shall: (a) not exceed, in the aggregate, the State's maximum budget of \$50,000; and (b) include a cap on allocation to 'overhead' (or other similar cost)."**
- c. The reference to "three (3) paper copies" of the vendor proposal in Appendix A of the RFP is a typographical error. Vendors will be required to submit only two (2) paper copies" as specified in Section IV.B. 2 on page 4.**

All other solicitation terms and conditions (as modified by Addendum #1) remain the same.