



SEDGWICK COUNTY, KANSAS
DIVISION OF FINANCE
PURCHASING DEPARTMENT

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<http://sedgwickcounty.org/finance/purchasing.asp>

Request for Proposal
Intellectual and Developmental Disability Programs (non-HCBS)
for Sedgwick County CDDO
#13-0105
Addendum #2

November 18, 2013

The following is to ensure that vendors have complete information prior to submitting a proposal. Here is a clarification regarding the Intellectual and Developmental Disability Programs (non-HCBS) for Sedgwick County CDDO proposal.

Questions and/or statements of clarification are in bold font, answers to specific questions are italicized.

1) On page 4 under Section 7 (Tentative Timeline) the due date for the proposal is incorrect and reads 12/2/2013. However, the correct due date is Tuesday, December 3, 2013. This is the same date as shown on page 1 of the proposal and in the next paragraph.

2) Is the narrative to be single-spaced or double-spaced?

Answer: Double-spaced.

3) If we submit applications for multiple programs, do we need to attach the Audit and Tax Clearance forms to each program application?

Answer: Audit and Tax Clearance attachments should be submitted only once when proposing multiple programs.

4) In the RFP on page 2, in the third paragraph under #2 Background & Objectives, where it says: "For the calendar year 2014...." shouldn't that read: "calendar year 2013...."?

Answer: Yes, it should read 2013.

5) Regarding the required 3 letters of support, do you want letters from agencies and/or professionals or are you also interested in letters from parents of child consumers?

Answer: You may submit letters of support from agencies, professionals, and/or families.

6) Does non-HCBS mean payment from another type of funding?

Answer: Yes. Non-HCBS funding means funding that will be allocated for new programs/services under this RFP will come from State aid and/or County mill levy dollars.

7) Will this be an annual RFP process for funds, or is the expectation that all funds will be renewed for additional years as indicated in the RFP document?

Answer: The programs funded during this cycle will be eligible for three one-year renewals, provided they meet program outcomes and the funding is available. If the State changes funding priorities or eliminates funding that may impact future renewals. Programs will not be expected to submit proposals annually.

8) Just to clarify, proposals can represent other service needs besides those enumerated in a through e, correct?

Answer: Proposals may be submitted that address needs identified by the applicant. Proposals are not limited to the examples listed in the RFP.

9) What is the expectation concerning eligibility for our proposed program or programs? Must it be open to all eligible individuals, or can it be a smaller population than that?

Answer: Applicants may choose to target specific community needs, however the agency's admission policy must be non-discriminatory. For example, a program designed to provide socialization for adults may decline to serve children with ID/DD. A program offering therapeutic childcare for children 0 to 5 years, may exclude adults with ID/DD 18 and over. A program for peer mentoring may not exclude ID/DD individuals based on diagnosis.

10) Can you clarify the expectation on pertinent experience in providing these types of programs? If the program is a new concept, a current provider can demonstrate a track record of working with the ID/DD population, but not necessarily in the same capacity as the proposed service concept.

Answer: Yes. Experience serving the target population in other service models would be relevant.

Firms interested in submitting a proposal, must respond with complete information and all supplementary materials and **deliver on or before 1:45 p.m. (CST), Tuesday, December 3, 2013**. Late proposals will not be accepted and will not receive consideration for final award.

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE PROPOSAL RESPONSE PAGE.



Joe Thomas, C.P.M.
Purchasing Director