



Vendor Questions for RFP:
HIV Prevention and Testing Services
August 21, 2018

Question 1: Does the grant funding include all supplies for administering the test?

Answer to question 1: The RIDOH will provide HIV and HCV test kits at no cost to selected vendors. Any other supply costs associated with administering the rapid tests are allowable budget items.

Question 2: The instructions on pages 19 and 25 appear to not be saying the same thing in terms of what pages need to be numbered and with the agency's name on it. Page 19 says page one is the first page of the narrative (is that the Project Summary?); Appendix D (page 25) states "The entire application, including appendices, must be sequentially page numbered." Then Appendix D starts off with the Proposal Checklist, which may lead one to think the Proposal Checklist is Page One. Please clarify.

Answer to question 2: All pages are to be sequentially numbered in the footer and include the agency name, starting with the project summary as number 1 on the first page (this does not include the proposal checklist, title page, cover page and table of contents) through to the end, including all forms and attachments.

Question 3: In the proposal checklist, what is the difference between Attachment 3. Staff resumes and job descriptions & Attachment 7 (really 8 since there are 2 #2s) which states "List of designated staff with title, name, qualification, job description, resume and copies of Qualified Professional Test Counselor Certification." Other than the list and certification, these two seem to overlap. Please clarify.

Answer to question 3: Please provide all the requested information, even in cases where it may appear duplicative.

Question 4: What is the total amount of funding available under this RFP?

Answer to question 4: The amount of funding is not included, as it would compromise the evaluation design of the RFP and not yield the best priced quote.

Question 5: Can drug rebate dollars be used as a match?

Answer to question 5: Match cannot be paid by the Federal government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements.

Question 6: Page 27 (sample budget worksheet) and page 30 (appendix i. allowable expenses) differ on their treatment of indirect costs. Page 27 says if you have a federally



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approved indirect rate you can use it...but page 30 says indirect costs are not to exceed 10% of direct costs.

Answer to question 6: The information on page 30 should include allowable costs of an approved federally recognized indirect cost rate negotiated between the subrecipient and the Federal Government or, if no such rate exists, a de minimis 10% indirect cost rate.

Question 7: If the office space is only used for this program, must it be included under administrative costs? Could we put it into “other”?

Answer to question 7: Please refer to the Code of Federal Regulations, Title 2: Grants and Agreements, PART 200—UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS §200.413 f Direct costs.

“Direct costs are those costs that can be identified specifically with a particular final cost objective, such as a Federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy. Costs incurred for the same purpose in like circumstances must be treated consistently.”

Space costs may be allowable under the “Other” budget category if treated consistently as a direct cost. However, please submit back-up documentation with supporting calculations for determining the amount requested as part of the budget justification.

Question 8: The goals of Comprehensive HIV Prevention include HIV and/or HCV (RFP page 8), but there is no mention of syphilis. Is syphilis and/or other STIs part of this RFP?

Answer to question 8: No, syphilis and/or other STIs are not part of this RFP.

Question 9: Is the Rhode Island Department of Administration RIVIP form a requirement for the RFP?

Answer to question 9: No, it is not a requirement for this RFP.