REQUEST FOR PROPOSALS
RHODE ISLAND DEPARTMENT OF HEALTH

December 16, 2019
ADDENDUM #1

RFP# 2019RIDOH005
Title X Family Planning

NOTICE TO VENDORS:
Attached are questions and answers to the above referenced RFP.

Interested parties should monitor this website on a regular basis for any additional information that may be posted.
RFP# 2019RIDOH005  
“Title X Family Planning”

Question #1

The RFP calls for a cost proposal. Is this Appendix V (Budget and Budget justification form)? Should Appendix V also be included with the overall submission in addition to the separate submission?

Answer #1

Completion of the Appendix V, Budget and Budget Justification forms, will fulfill the requirements of the cost proposal. The completed forms/cost proposal should be reflective of the estimated costs associated with the project and clearly justify applicability to the proposed project activities. The application should include the technical proposal, including required forms and appendices. The application’s cost proposal should be submitted as a separate document.

Question #2

Can the appendix forms be made available in a word document?

Answer #2

Word document versions of the appendix forms will be uploaded to the RI Department of Health website (http://health.ri.gov/rgp/) as a separate attachment.

Question #3

I am unclear where Appendix VII: RI Family Planning (FPER) forms go in the attachments and what you want done with them. Are we submitting a count in time or is this just in the proposal to demonstrate what information is collected (for only informational purposes)?

Answer #3

Appendix VII: RI Family Planning Encounter Record (FPER) form is provided to illustrate the required data elements. Applicants should describe in the Work Plan/Proposed Approach section of their proposal how the required FPER data elements will be collected at their service sites and how they will be reported to RIDOH.

Question #4

See this order, is that accurate and what you want?

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<td>Agency Qualifications/Experience (3 max)</td>
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B. Work Plan/Approach (8 max)
- Family Planning Services
- Confidential Services
- Inclusive Reproductive/Sexual Health
- Adolescent Services
- Preconception Health/Pregnancy Intention
- Community Info/Education (outreach)
- Data collection/ Reporting Practices

C. Staffing (3 max)

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A. Cost Proposal

| Appendix V: Budget and Justification |

Additional Submitted Documents

1. EEO Packet (AA Plan, Contract compliance Report, Certificate of Compliance)
2. SAM verification
3. W9 (original only)

Answer #4

The order and contents are accurate of the required components of the proposal, with the exception of listed Appendix VII: RI Family Planning Encounter Record (FPER). The FPER is included in the RFP to illustrate the required data elements. In the Work Plan/Approach, applicants should describe how all FPER data elements will be collected at their service sites and how they will be reported to RIDOH. The FPER itself does not need to be included in the proposal.