

RFP 832 – Addendum
Frequently Asked Questions and Answers

Q: Under the Checklist, one of requests reads:

Two years of most recent annual audited financial statements; OR any financial statements prepared by a Certified Public Accountant for proposers whose organizations have been incorporated for less than two years.

A: To be considered an acceptable proposal, the proposer must meet the requirements outlined in the RFP. If submitting information deemed confidential, please see Section IV, Part F.

Q: Our company is privately held and is not authorized by our investors to disclose any financial statements. We can instead provide a signed statement from someone in Finance Leadership that can confirm financial stability and what our reported revenue has been for the last 2 years. Will this suffice?

A: To be considered an acceptable proposal, the proposer must meet the requirements outlined in the RFP.

Q: Under Section C, 8, Terms and Conditions, a contract is mentioned as worded below.

"8. RFP Is Not An Offer. Neither this RFP nor any subsequent discussions shall give rise to any commitment on the part of the State or the Agency or confer any rights on any proposer unless and until a contract is fully executed by the necessary parties. The contract document will represent the entire agreement between the proposer and the Agency and will supersede all prior negotiations, representations or agreements, alleged or made, between the parties."

May we review the referenced contract's terms and conditions or better understand when a contract will be presented for review and negotiation?

A: No. The process includes a review of all submitted RFP proposals. After the review, the vendor may be invited to meet with the review team for additional questions or presentation. Once awarded, the contract process will take place.

3) Under Section C. Scope of Services, Part 5. Financial Expectations,

Q: Will you please further explain what is expected as a reply to address the bullet point "Financial Control Procedures"?

A: This is an opportunity to explain that the vendor is financially sound and can provide the services outlined within the scope of requested work.

4) Under section IV. Required Proposal Submission Outline and Requirements, Part E:
Attachments: a. Memorandum of Agreement

What is the requested Memorandum of Agreement that you expect returned as part of a bid response?

A: We have decided to remove this attachment