

State of Connecticut  
Office of Health Strategy  
Family Bridge Evaluation RFP# 23OHS395  
Second Addendum  
Release Date: 07-21-23

Q. Will you please clarify whether the page spacing for proposals should be double-spaced or 1.5? In addition, can tables and exhibits be smaller font or single-spaced?

*A. Proposals should be double-spaced. Tables and exhibits may include a smaller font but should be easily readable for reviewers.*

Q. Will you please confirm the RFP number?

*A. The number for the Family Bridge Evaluation RFP is #23OHS395.*

Q. May we include letters of support rather than a memorandum of understanding?

*A. Yes, you may submit letters of support/letters of commitment.*

Q. How are the CHWs currently collecting data? Where is CHW data currently being stored?

*A. The pilot has not yet launched, so at this time CHWs are not collecting data. The mechanism by which CHWs will collect, and store data is under development.*

Q. Is configuration of a data system for the CHW data part of this solicitation? Or would we develop a form in EPIC that Bridgeport hospital and Southwestern Area Health Education Health Center would then implement?

*A. Bridgeport Hospital, SWAHEC and the FBSAC team are collaborating on how CHWs will collect, store, and transmit data. CHW-collected data will be included in this evaluation.*

Q. What is the maximum allowable IDC rate for this evaluation contract?

*A. The Office of Health Strategy does not have a policy on maximum allowable indirect rates. However, the review of budget proposals will be inclusive of the proposed indirect rates and the details of what will be included in such fees. A detailed description and justification for each budget line is required and will be reviewed as part of the overall evaluation of proposals. Please refer to the OPM Cost Standards in determining costs that are allowable in the budget.*

[\*POSCostStandards101816pdf.pdf\(ct.gov\)\*](#)

Q. We are assuming that there is a maximum IDC rate around 15% for this work, which is common for state contracts, but would like to clarify. Particularly, an IDC at the maximum allowable

federal rate (around 58%) would preclude us from applying, so we are eager to hear the terms for this evaluation contract.

*A. The Office of Health Strategy does not have a policy on maximum indirect rates. However, the review of budget proposals will be inclusive of the proposed indirect rates and the details of what will be included in such fees. A detailed description and justification for each budget line is required and will be reviewed as part of the overall evaluation of proposals. Please refer to the OPM Cost Standards in determining costs that are allowable in the budget. [POSCostStandards101816pdf.pdf](#) ([ct.gov](#))*

Q. We are trying to register for the contracting portal for the State of CT in order to apply for the RFP for Family Bridge project Evaluation. However, the link on page 4 for the portal kept on giving us an error sign.

*A. This is the link to CTSource supplier registration.*

<https://portal.ct.gov/DAS/CTSource/Create-a-CTsource-Account-for-Doing-Business-with-the-State>

*Regarding any issues with CTSource please contact:*

Department of Administrative Services, Procurement Division  
860-713-5095

[das.ctsource@ct.gov](mailto:das.ctsource@ct.gov)

For assistance with your CTSource account:

1-866-889-8533

[webprocure-support@proactis.com](mailto:webprocure-support@proactis.com)

Q. I want to make sure I haven't missed something big in regard to coordinating "data systems, particularly EPIC and SalesForce Electronic Health Record Systems, in compliance with the requirements of Family Connects International (FCI)." I went to the FCI website and found what I could about their data system, but is there anything else I need to know?

*A. The evaluator will work with data from Salesforce, Epic, and other sources. The data collected by the visiting RNs will include data required under the FCI model. The selected evaluator will have ample opportunity to discuss with the FBSAC team and with FCI to understand the model and requirements.*

Q. The RFP indicates that this evaluation contract will be funded by federal sources. Can you clarify whether the selected bidder will be considered a *vendor* or *subrecipient*? More specifically, will federal terms and conditions flow down to the selected bidder?

*A. The selected contractor will be considered a contractor of the State of Connecticut. All applicable terms and conditions of Federal spending will apply.*

Q. The provided budget template has pre-populated a 10% indirect rate. Is that meant to communicate a set limit, or can bidders change the indirect rate to reflect their standard rate?

*A. The included indirect rate is a sample for illustrative purposes only.*

Q. We are trying to register on the CT state contracting portal, and the links included in the above RFP appear to be broken. Could you let us know how we can register?

*A. This is the link to CTsource supplier registration.*

<https://portal.ct.gov/DAS/CTSource/Create-a-CTsource-Account-for-Doing-Business-with-the-State>

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