

OCCUPATIONAL HEALTH AND PESTICIDE SURVEILLANCE PROGRAM COORDINATION
SECTION OF ENVIRONMENTAL EPIDEMIOLOGY AND TOXICOLOGY
OFFICE OF PUBLIC HEALTH
DEPARTMENT OF HEALTH AND HOSPITALS
RFP # 305PUR-DHHRFP-PESTICIDE-OPH
Proposal Due Date/Time: February 21, 2011 / 4:00 pm CST

RFP questions:

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“C. The contractor selected for this project will provide contract personnel to assist during Governor-declared States of Emergency.”

What sort of assistance is required/or may be required?

Agency Response: During Governor-declared States of Emergency, DHH may request assistance with establishing an illness/injury surveillance system for response workers, conducting surveillance and/or follow-up activities related to environmental or occupational health surveillance or answering public or agency requests related to environmental or occupational health.

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What are the insurance requirements for an individual contractor? If an individual subcontracts work, is the contractor required to provide workers' comp to subcontractor?

Agency Response: The insurance requirements for an individual contractor are the same as those for a corporate contractor. The language in the RFP regarding subcontractors is self-explanatory: “In case any work is sublet, the Contractor shall require the subcontractor similarly to provide Workers' Compensation Insurance for all the latter's employees, unless such employees are covered by the protection afforded by the Contractor. In case any class of employees engaged in work under the contract at the site of the project is not protected under the Workers' Compensation Statute, the Contractor shall provide for any such employees, and shall further provide or cause any and all subcontractors to provide Employer's Liability Insurance for the protection of such employees not protected by the Workers' Compensation Statute.”

Page 22: J “Articulate the ability to develop and implement an All Hazards Response plan in the event of an emergency event.” What is an all hazards response plan?

Agency Response: An All Hazards Response Plan is a document that assigns responsibility to organizations and individuals for carrying out specific actions at projected times and places in an emergency that exceeds the capability or routine responsibility of any one agency; e.g., the fire department. It sets forth lines of authority and organizational relationships and shows how all actions will be coordinated in order to protect people and property in emergencies and disasters. It identifies personnel, equipment, facilities, supplies, and other resources available for use during response and recovery operations.

Page 22: K. “Refer to specific documents and reports that can be produced as a result of completing tasks, to achieve the requested deliverables.”

Is this referring to currently existing documents, or reports produced as a result of the RFP (ie, deliverables)?

Agency Response: This statement is referring to documents and reports that are identified in Section II: B (Deliverables) and will be developed during the contract term.

Page 22: L. "Identify all assumptions or constraints on tasks." Clarification of statement requested.

Agency Response: Please identify any anticipated barriers or roadblocks to meeting deliverables.

Page 23 Financial Responsibility

"Proposer should provide information indicating that it has adequate financial resources for performance, or has the ability to obtain such resources as required during performance. Any supporting documents or records to support DHH's determination of responsibility should be provided." What are examples of supporting documents or records?

Agency Response: Supporting documents should include information that would convince the evaluation team that the proposer will be financially able to do the work required by this RFP. Examples may include audits, bank records, letters of credit (if applicable), etc.

Page 23 Cost/Pricing

How is in-state travel handled?

Agency Response: In-state travel expenses should be included in the hourly rate. The only expenditures that will be reimbursed separately from the hourly rate are the three out-of-state conferences per year.