



**State of Louisiana**  
Louisiana Department of Health  
Office of the Secretary

**ADDENDUM NO. 1**

**February 4, 2021**

Your reference is directed to File No. 305PUR-RFQLDH307202101 for Mass Fatality Services for the Louisiana Department of Health scheduled to be opened at 2:00 PM, CT, Monday, February 8, 2021.

The following changes are to be made to the referenced solicitation:

**QUESTIONS AND ANSWERS**

1. **Q:** Please confirm that the only thing you are looking for this submittal are Parts 1, 2, & 3 (Quote Submission Form) + Company Info and References.  
**A:** You will need to return all pages. If you take any exception to any of the requirements, you must note the exception on your response. If no exceptions are taken, then it will be considered that you are meeting all requirements of this RFQ. Response will need to include all pages which include price pages, signature page with company information and references submitted.
2. **Q:** Is this a low cost bid?  
**A:** Award will be made on the lowest cost response meeting all requirements of the RFQ.
3. **Q:** Is there evaluation criteria?  
**A:** Per #2 above, the award will be based on the lowest cost response meeting all requirements of the RFQ.
4. **Q:** In an emergency management preparedness effort, would the government consider procurement and prepositioning (set aside), in the GOHSEP Warehouse in Baton Rouge, the equipment & supplies listed in the solicitation?  
**A:** No, the government will not procure nor preposition any of the equipment required by the contractor for this operation. The State will provide a secured, fenced or protected site, refrigerated trucks, body bags and toe tags.

5. **Q:** The solicitation states GOHSEP will provide body bags and toe tags. Will the contractor in this procurement, in any role, handle human remains other than in body bags or transport containers/boxes?
- A:** The contractor for this operation will be required to handle human remains. At the point of pick up, some human remains may be bagged and tagged, but others may have to be bagged and tagged by the contractor's personnel.
6. **Q:** Please specify the software, paperwork and reporting this contractor will be responsible for. Will the mass fatality lead give us these upon contract award?
- A:** In this RFQ, the equipment list to be provided by the contractor includes a laptop with office suite. The contractor will be required to have access for Excel, Microsoft and Adobe. The mass fatality lead will provide all forms and processes to the successful bidder at the time of award.
7. **Q:** Please confirm that the mass fatality lead will set up the DMORT site to include fencing/gates, etc, minus the equipment listed in this contract.
- A:** The mass fatality lead, with the assistance from the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) will set up the site to include fencing/gates, etc. The contractor will be responsible for setting up all the equipment and supplies that are required to be provided by the contractor
8. **Q:** Do the vehicles that will be used to make the runs to pickup body's need to be refrigerated?
- A:** No.
9. **Q:** the equipment list it says to provide mortuary cot (4 and 2) is 6 cots to be used to store the body's on? We are quoting to use ambulances as a transport body's and use the stretchers in the units. My question is will only the 6 cots need to be on site to store the body's on or will need to have more ready if needed.
- A:** The specified cots are being required for use in the transport of human remains. Cots are not being used in the storage of the bodies. Therefore, the number specified is sufficient.

This addendum is hereby officially made a part of the referenced RFQ.