

STATE OF NORTH DAKOTA  
DEPARTMENT OF HUMAN SERVICES  
DIVISION OF MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES  
1237 WEST DIVIDE AVENUE SUITE 1C  
BISMARCK, ND 58501-1208

SOLICITATION AMENDMENT

Date Amendment Issued: July 3, 2013

Solicitation Number and Title: 325-13-510-018 Services to individuals with Traumatic Brain Injury (TBI) to include formal supports, peer mentoring, and resource facilitation

Deadline for Receipt of Proposals: July 19, 2013

Amendment Number: 1

Section 1.06 of the solicitation established a deadline for receipt of questions. The responses to these questions are provided as addenda to the solicitation. When necessary, the solicitation has been amended.

1. Question: The RFP states it is a firm fixed-price contract in the cost proposal and on page 22, yet on page 10 you request a detailed budget of expenditures for services to be provided. Can you please clarify if the only cost detail you require is Attachment 4 or if you expect a detailed budget?

Response: Please delete "The vendor must submit a detailed budget of expenditures for each service to be provided, i.e. informal supports, peer mentoring, and resource facilitation." from Section 2.03 Budget. Only the cost detail on Attachment 4 will be required.  
No amendment necessary.

2. Question: Are there any limitations in regards to overhead costs, administrative allocation, or indirect rates?

Response: Yes, the maximum allowable according to DHS policy is 8%.  
No amendment necessary.

3. Question: Would it be possible to extend the deadline of this RFP given the State's response to questions in 7/3 which only allows for 10 days to complete the final submittal to include delivery/mail time?

Response: Yes, the deadline of the RFP schedule can be extended one week. Please reference the new schedule below:

RFP Issued	June 14, 2013
Questions, clarification requests or objections due by 3 pm CT	June 28, 2013

Responses to questions/RFP amendments (if required)	July 3, 2013
Proposals due by 3 pm CT	July 19, 2013
Proposal evaluations complete by approximately	July 26, 2013
STATE issues Notice of Intent to Award a Contract approximately	July 29, 2013
Contract Start approximately	August 8, 2013

No amendment necessary.

4. Question: In 1.01, the RFP states that, "Resource facilitators are to be located in each of the four quadrants of the state." Does this mean we will be required to physically station resource facilitators in each sector of the state or will the department consider alternative models of providing statewide coverage?

Response: Given the likelihood that travel will be required within each quadrant, it is required that a resource facilitator is stationed in each of the four quadrants of the state.

No amendment necessary.