

# COUNTY OF FRESNO

## ADDENDUM NUMBER: ONE (1)

RFP NUMBER: 918-5350

### PHN DIVISION PROGRAM EVALUATOR

June 9, 2015

PURCHASING USE

ssj

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EVALUATOR\918-5350 ADD 1.DOC

IMPORTANT: SUBMIT PROPOSAL IN SEALED PACKAGE WITH PROPOSAL NUMBER, CLOSING DATE AND BUYER'S NAME  
MARKED CLEARLY ON THE OUTSIDE TO:

COUNTY OF FRESNO, Purchasing  
4525 EAST HAMILTON AVENUE, 2<sup>nd</sup> Floor  
FRESNO, CA 93702-4599

**CLOSING DATE OF PROPOSAL WILL BE AT 2:00 P.M., ON JUNE 18, 2015.**

**PROPOSALS WILL BE CONSIDERED LATE WHEN THE OFFICIAL PURCHASING TIME CLOCK READS 2:00 P.M.**

All proposal information will be available for review after contract award.

Clarification of specifications is to be directed to: **Shannon W. Kirby, phone (559) 600-7116,**  
e-mail [skirby@co.fresno.ca.us](mailto:skirby@co.fresno.ca.us).

**NOTE THE ATTACHED ADDITIONS, DELETIONS AND/OR CHANGES TO THE REQUIREMENTS OF  
REQUEST FOR PROPOSAL NUMBER: 918-5350 AND INCLUDE THEM IN YOUR RESPONSE. PLEASE  
SIGN AND RETURN THIS ADDENDUM WITH YOUR PROPOSAL.**

#### **ACKNOWLEDGMENT OF ADDENDUM NUMBER ONE (1) TO RFP 918-5350**

COMPANY NAME: \_\_\_\_\_  
(PRINT)

SIGNATURE: \_\_\_\_\_

NAME & TITLE: \_\_\_\_\_  
(PRINT)

## **QUESTIONS AND ANSWERS**

**Q1. Are letters of recommendation required for submission, if so, how many, and what information is desired?**

*A1. No minimum number of letters is required. Vendor must provide a list of at least 5 recent customers who were provided with similar services.*

**Q2. How many work samples are required for submission, and for this particular RFP what type of work samples are preferred?**

*A2. No minimum number of work samples is required. Samples of reports or other documentation must be provided if they are included in the proposal. It is encouraged that the samples demonstrate the vendor's capacity and the overall value of the activity to the program.*

**Q3. What is the expectation of the contractor regarding MIS database management and/or maintenance under this contract?**

*A3. The selected contractor will provide technical assistance to the program Epidemiologist. The MIS allows for data monitoring of program goals and benchmarks that may be utilized by the selected vendor. Examples of vendor activities may include recommendations to data collection procedures to increase efficiency and MIS maintenance as related to evaluation activities.*

**Q4. What are the Federal Healthy Start evaluation and reporting requirements?**

*A4. Evaluation reporting requirements are not available at this time. The specific requirements for the reports will be released 30 days before they are due.*

**Q5. Will you provide the County's HRSA grant application or the evaluation and reporting sections from the application for review?**

*A5. The selected vendor will receive the program's evaluation proposal submitted for the HRSA Healthy Start grant.*