

QUESTIONS AND ANSWERS FOR RFQ # 054/18/1100/01

1. The RFP does not state any requirements for how fees should be submitted. Do you just want our submittal to be our qualifications only and no fees?
Answer: **there is no fee schedule required at this time**
2. Has this work been previously contracted?
Answer: **Yes- the contract expired 6-30-17**
3. At what location is the work to be completed?
Answer: **Lackawanna County, PA**
4. How many hours are required/or estimated to complete the engagement each year?
Answer: **To be determined**
5. Does this contract require use of any specified subcontractors (i.e. minority-owned firms; women-owned firms; etc.)
Answer: **No**
6. Do you require a certain number of individual's records to be tested/audited each year?
Answer: **No**
7. Are we to include a not-to-exceed fee amount or rates schedule with our submission? Or is this information not necessary for the initial response submission?
Answer: **This information is not requested at this time**
8. Can you estimate the volume of transactions and accounts to be reviewed?
Answer: **No, the amount is determined by the amount of cases we are seeking prosecution on**
9. I was preparing my proposal for the aforementioned RFQ and noticed the dates of service request a three year proposal beginning July 2017. Is that a typo? If so, is the RFQ for a two year period beginning July 2018 and ending June 2020?
Answer: **not a typo-the service period ended June 30, 2017 and new started July 1, 2017- we will be starting the contract before the end of the FY 17-18 therefore the contract time period will be FY 2017-2018, 2018-2019 and 2019-2020**
10. Is it safe to assume that information that does not fit in the attachment boxes can be completed on a supplemental attachment?
Answer: **YES**

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11. Do all responders need to submit the actual forms included on pages 7-11 or can the information requested on each of these forms be directly incorporated into our RFQ submission as long as it is formatted correctly?

Answer: **To answer your question; yes, you can include all the information requested on pages 7 through 11 into your own format as long as it is easy to reference.**

12. Is this a multi-award contract?

Answer: **NO**

13. What is the time period of the contract?

Answer: **3 year time period -FY July 1, 2017 thru June 30, 2018—July 1, 2018 through June 30, 2019 and July 1, 2019 through June 30, 2020**

14. Have this service ever been performed by Lackawanna County?

Answer: **We had a previous provider of this service that contract has expired**

15. How many audits the audit will review for misappropriation?

Answer: **As this is a fairly new program we are not sure the total number**

16. What is the budgeted dollar value of the contract?

Answer: **Not available until contract is awarded**