

State of Arkansas
Arkansas Department of Health
4815 West Markham, Slot H58
Little Rock, Arkansas 72205
501-280-4573

ADDENDUM #3 - Page 1 of 3

TO: All Providers
FROM: Arkansas Department of Health
DATE: November 23, 2015
SUBJECT: RFA-16-0004 Questions

Ryan White Part B- HIV Services Program

The following change(s) to the above-referenced Request for Applications for Arkansas Department of Health has been made as designated below:

- Change of specification(s)
- Additional specification(s)
- Change of bid opening time and date
- Cancellation of bid
- Other (Clarifications)

Questions and Answers – Note: this is the end of acceptance of Q&A for this solicitation.

The specifications by virtue of this addendum become a permanent addition to the above-referenced Request for Applications. FAILURE TO RETURN THIS SIGNED ADDENDUM MAY RESULT IN REJECTION OF YOUR APPLICATION.

APPLICATIONS WILL BE ACCEPTED UNTIL THE TIME AND DATE SPECIFIED. THE SUBMITTAL ENVELOPE MUST BE SEALED AND SHOULD BE PROPERLY MARKED WITH THE IFB NUMBER, DATE AND HOUR OF BID OPENING AND BIDDER'S RETURN ADDRESS. IT IS NOT NECESSARY TO RETURN "NO BIDS" TO THE ARKANSAS DEPARTMENT OF HEALTH.

If you have questions, please contact the Issuing Officer at 501-280-4573.

VENDOR SIGNATURE

DATE

COMPANY

Questions and Answers

Question 1: Does the budget justification (that is in the excel format) need to be printed out and included within the printed paper versions?

Answer: Yes, the budget spread sheet should be printed and included within the application proposal.

Question 2: On the CD version (word/pdf) are we to reference the Excel spreadsheet ie "See excel spreadsheet titled Budget Justification"?

Answer: The excel spreadsheet should be saved to the CD and the file can be named "Budget Justification".

Question 3- The budget justification spreadsheet will NOT allow us to print all columns with all 6 districts onto a paper 8 1/2 x 11 even in landscape The instructions given said to use reduction on 60% print, but they set it for LEGAL paper when we were given the excel template.

To fit on letter size paper, the words and numbers cannot be read. And that is with zero margins. Can we print just those pages on larger paper and include in the paper applications?

Answer: The budget justification template was created to be printed on legal size paper (8 ½ x 14) and landscape orientation. In addition, the template was printed by staff and met an acceptable level for reading/reviewing.

This concludes the Q&A portion of this RFA.