

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

**ADDENDUM #3- Page 1 of 2**

TO: All Providers  
FROM: Arkansas Department of Health  
DATE: November 26, 2012  
SUBJECT: **RFA-13-0004**

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

**The bid opening time and date shall remain at 2p.m. on December 11<sup>th</sup>, 2012.**

**Attached is a list of additional questions that were inadvertently left of the first grouping. These are the official ADH responses to the questions.**

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 RFA 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

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**Q8: For the required documentation section (p-31) do you want only one copy of each submitted with the original or does the required documentation need to be submitted with all copies?**

**A8:** The required documentation needs to be submitted with all copies.

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**Q9: On pg. 31 of the RFA you request under the required documentation section, number four, the organization's HIPAA Policy and Procedures. PPAEO's HIPAA Policy and Procedures is 124 pages long – can we submit them double-sided?**

**A9:** No, applications and attachments should not be submitted double-sided. Applications must be written in English, are recommended with typeface Times New Roman, font size 12, in black type, and need to be double spaced. Applications not adhering to the font size, font color or line spacing requirements may receive point deductions.

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**Q10: As a part of interventions strategies could an organization propose to partner with schools (particularly alternative high schools) to serve the high-risk youth population?**

**A10:** Yes you could.

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**Q11: Will the Department be providing curriculum training or should the cost of staff training need to be included in the budget?**

**A11:** The Department will request trainings for funded grantees from CDC. However, the training may be held out of state. Organizations will need to budget for travel expenses to and from trainings. Applicants can make estimations for travel cost

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**This concludes the question and answer period for the above referenced RFA.**