

Office of Broadband Access and Expansion

Request for Proposals

Professional E—rate/Rural Health Program Services

RFP# OBAE-23-PROF-001

Response to Written Questions

Revised July 17, 2023

Offeror Question	OBAE Response
<p>On page 54 of the RFP, Appendix F states that reference clients must complete and return the form by Monday, 07/10/2023. To allow additional time for reference clients to complete and submit the form, would OBAE consider extending this deadline?</p>	<p>The OBAE will submit an amendment to the RFP that will extend the deadline to accept Organizational Reference Questionnaires. The new deadline to submit Organizational Reference Questionnaires will be Wednesday, July 19, 2023, by 3:00 pm MDT.</p>
<p>Please confirm that vendors may respond to multiple Options in a single Technical Proposal and a single Cost Proposal, with a response to each Option separated by section.</p>	<p>As listed in RFP#OBAE-23-PROF-001, page 19, Section III.A., Offerors may submit one proposal response to each option in this RFP.</p>
<p>During the Pre-Proposal Conference, there was a mention of “outreach efforts” related to option 3 of the RFP opportunities. I assume since this is a new program service offered by OBAE, there may be an expectation to assist OBAE in their efforts to provide education to eligible entities regarding the program and possibly encourage those health care providers to come under the umbrella of the state contract for Rural Health Care program purposes. If this is correct, please provide details on what OBAE would like to see from the consultant. We would be happy to assist in any way possible, but it would be helpful for us to fully understand the full scope of work for planning purposes.</p>	<p>As listed on page 24, under Option 3 of RFP#OBAE-23-PROF-001, The selected Consultant shall provide support assistance, guidance, training, and direct filing for the Rural Health Care Program services (Telecommunications Program and/or Healthcare Connect Fund Program) for up to 200 eligible health clinics (individually or as groups/consortia) as directed by OBAE. The Consultant shall participate in all aspects of the development, submission, and completion of the applications, to ensure that program rules and requirements are met.</p>
<p>The instruction is to place financial information in a “Confidential Information file”. The submission instructions request an unredacted Technical Proposal and a redacted Technical Proposal which will be available to the public. Please confirm that the financial information should be included in the unredacted Technical Proposal and redacted from the public information file. Is a separate confidential information file also required?</p>	<p>Yes, the financial information shall be included in both the redacted and unredacted technical proposals.</p>

<p>Will the selected vendor be required to present E rate information in person at council meetings, seminars, and conferences held throughout New Mexico, or may the vendor provide these presentations via Teams, Zoom, or other electronic means?</p>	<p>In-person reports to legislature, Councils etc... would be scheduled (if needed) as long as they can coincide/be included with the other (training) in-person trips. Otherwise, the virtual reports will be acceptable.</p>
<p>Are vendors required to include a certificate of liability insurance with their proposal? If so, what are the insurance requirements?</p>	<p>Offeror's must include, with their proposal, a sample Insurance Certificate that covers all applicable insurance requirements as listed in Section C, Item 33. A final Insurance Certificate will be required at the time of contract negotiations. OBAE is issuing an amendment to include the Insurance Certificate and insurance requirements.</p>