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**THIS IS NOT AN ORDER**

**DATE AMENDMENT ISSUED: 08/03/20**

**RFP TITLE:** Pandemic Preparedness Plan Phase 2-Personnel Management 2021-0200-4627

### **AMENDMENT 4**

***NOTE: it is the proposer's responsibility to review and accept all amendments to this solicitation.***

**Amendment is issued to the Appendix**

**Question 1:** Do letters of reference count towards the five-page limit for Submittal Form B, "Minimum Past Experience/Performance Requirements"?

**Answer 1:** No, letters of reference are additional and are excluded from the page count.

**Question 2:** SEC. 1.02 BUDGET reads, "Department of Administration estimates a budget of \$5,630,000 dollars for completion of this project. Proposals priced at more than budget listed will be considered non-responsive." Is the expectation that the "total evaluated costs" row in Form G will not exceed the \$5,630,000 budget, or is this the estimated budget for term 1 only?

**Answer 2:** This is an estimated budget for term 1 only.

**Question 3:** We have exceeded the number of rows on Submittal Form G. Between employees and sub-contractors, we need an additional 30 rows to populate the individual names. We are receiving an error message when we try to add more rows, "The cell or chart you're trying to change is on a protected sheet. To make a change, unprotect the sheet. You might be requested to enter a password." When we go to unprotect the sheet, we are prompted to enter a password.

**Answer 3:** No, the state cannot release the password. The state has amended and added additional lines to Submittal form G. Proposers may use either submittal form G as originally posted or the longer version that is posted with Amendment 4.