

Brain Injury Services Fund – Service Coordination

RFP #26-630-8000-0016

Questions & Answers

#	RFP Reference	Question	Response
1	p. 43. Section IV. B. 3. 1.	The RFP states “Include a completed Cost Proposal/Budget table (see APPENDIX H for blank form).” Question: Shouldn’t this be Appendix G?	<p>The Cost Response Form is Appendix G.</p> <p>The RFP will be amended to correct this typo. This section will be amended to read as follows:</p> <p>“Include a completed Cost Proposal/Budget table (see APPENDIX G for blank form). Specify the information required in the “BISF Service Component Funding Request” in addition to other funding the agency is currently receiving. (Any proposal that includes a funding table, where Administrative Costs are noted as “N/A” or left blank is subject to a reduction in awarded points).”</p>
2	p. 43/ p. 75	<p>The RFP states “(Any proposal that includes a funding table, where Administrative Costs are noted as “N/A” or left blank is subject to a reduction in awarded points).” On page 75, the RFP form has a note that the Administrative Costs for SC are included in the PMPMs.</p> <p>Question: Does Administrative Costs information apply to Service Coordination responses? The RFP seems to imply that if we mark the Administrative Costs section as NA that we might be penalized.</p>	<p>Administrative Costs are included in the Per Member Per Month (PMPM) rate that will be paid to Service Coordination agencies as indicated on page 39.</p> <p>Appendix G of the RFP will be amended to remove the column so that offerors do not have to report any proposed administrative costs.</p>
3	p. 56	<p>G. Pay Equity Initiative Requirements. States: “You must submit with your proposal Pay Equity Reporting Form PE10-249, or Form PE250 (depending on the size of your organization or company) or a certification that your organization or company is exempt. Please refer to Section IVA3 of this document and https://www.generalservices.state.nm.us/statepurchasing/Pay_Equity.aspx for forms and additional guidance.” Question: Can you please provide a copy of the forms or a better link? We get a web error 404 saying the information cannot be found.</p>	<p>HCA has confirmed with the NM State Purchasing Division that this form is no longer required. Offerors can disregard this requirement, and the RFP will be amended to remove this section.</p> <p>Appendix D of the RFP will be amended to remove this requirement.</p>
4	p. 75	<p>The RFP form has a note that the Administrative Costs for SC are included in the PMPMs.</p> <p>Question: What is the definition of PMPMs?</p>	<p>PMPMs refers to the Per Member Per Month rates that are identified for Service Coordination. These rates are defined in Item i on page 39.</p>

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5	p. 75	<p>Cost Response Form. States: "Please indicate other funding your agency is currently receiving."</p> <p>Questions: 1. Is this supposed to be our other state contracts or all other income? 2. What is the intent of this information? Is it for financial stability? So we can answer properly.</p>	<ol style="list-style-type: none">1. Offerors should disclose other current funding sources that are relevant to their ability to perform the scope of work, including state contracts and other significant funding streams. This does not require a full accounting of all agency income, but rather a summary of major funding sources that demonstrate operational capacity.2. The intent of this question is to provide the evaluation committee with context regarding the Offeror's organizational capacity, experience managing similar funding, and overall financial stability in relation to successful contract performance.
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