

Questions and Answers

#	RFP Reference	Question	Response
1.	RFP 24-630-9000-0002 - CSFP RFP	<p>Page 5: G. Procurement Library Attachment 5. Can you provide a current New Mexico CSFP State Plan?</p> <p>Appendix G – Amendment 2023 CSFP Caseload Assignment Memorandum NM CSFP State Plan 2023 Amendment NM CSFP Program Standards & Requirements August 2023 Site List – July 2023</p>	An Amendment will be issued.
2.	RFP 24-630-9000-0002 - CSFP RFP	<p>Could you send to me a list of either July or May 2023 Current Seniors Served by County – Unduplicated report?</p> <p>Can we see Appendix G, Attachment 2, the preceding month of May 2023 and following month of July 2023?</p>	An Amendment will be issued.
3.	RFP 24-630-9000-0002 - CSFP RFP	<p>In reviewing the RFP I noted on page 37 (screen shot below) the following are listed:</p> <p>6. Employee Health Coverage Form 7. Pay Equity Reporting 8. Governmental Conduct Concurrence</p> <p>Are these actual forms to be completed? Can you point me to where these forms are located as they don't appear to be included within Appendix D – Cost response form, or as additional attachments in the Bon Fire application.</p>	An Amendment will be issued.
4.	RFP 24-630-9000-0002 - CSFP RFP	Is New Mexico's caseload currently 100 percent utilized?	No.
5.	RFP 24-630-9000-0002 - CSFP RFP	Does the offeror have to submit a redacted proposal? What information would necessitate being redacted?	<p>Please see Section II.C.8.b. of the RFP, Disclosure of Proposal Contents.</p> <p>Please see Definitions: Redacted and Unredacted.</p>

6.	RFP 24-630-9000-0002 - CSFP RFP	Can a state-employed director for a different program/agency be a reference?	Yes. As long as this individual is not part of the Human Services Evaluation or Decision-Making Team for this RFP.
7.	RFP 24-630-9000-0002 - CSFP RFP	Will offerors be notified references for their organization have been submitted?	No.
8.	RFP 24-630-9000-0002 - CSFP RFP	Can offeror ask question about the RFP after the August 21 deadline? Will those questions be answered directly or posted on Bonfire?	No.
9.	RFP 24-630-9000-0002 - CSFP RFP	Is the cost proposal cumulative, as in consisting of a response to several counties in one form? On section iii can you clarify "32. ... Error! Bookmark not defined."	YES. You should include the counties the agency proposes to serve in one form. An amendment will be issued.
10.	RFP 24-630-9000-0002 - CSFP RFP	Page 2: "ONLY protests delivered directly to the Protest Manager in writing and in a timely fashion will be considered to have been submitted properly and in accordance with statute, rule and this Request for Proposals. Protests submitted or delivered to the Procurement Manager will NOT be properly submitted." Can you clarify the correct way to submit a protest?	The correct way to submit a protest is found at: II. Conditions Governing the Procurement B. Explanation of Events, # 13. Protest Deadline
11.	RFP 24-630-9000-0002 - CSFP RFP	Page 5: G. Procurement Library Attachment 2. What is the difference between a "drop" and a "tailgate." Which agency is responsible for completing information in ICOS?	Tailgate: Remote Site distribution using contractor staff that stay at the site during the distribution. Drop: A Remote Site that the contractor leaves the food packages at the site. The volunteer staff distribute the packages. The contractor is responsible for ensuring information is completed correctly in ICOS.
12.	RFP 24-630-9000-0002 - CSFP RFP	Is there an existing formula for determining trip rates?	No.
13.	RFP 24-630-9000-0002 - CSFP RFP	Page 30: 7. What is the FNS 191 report?	The FNS 191 report is an annual USDA required Race & Ethnicity Report of participants. A description and

			information is available on the USDA FNS Programs CSFP website. FNS-191: Racial/Ethnic Group Participation - CSFP Food and Nutrition Service (usda.gov)
14.	RFP 24-630-9000-0002 - CSFP RFP	If awarded, can ICOS be used in tandem with the offeror's existing cloud-based client management system, such as Food Bank Manager?	Yes.
15.	RFP 24-630-9000-0002 - CSFP RFP	Are there certain criteria a client must meet to be determined eligible for homebound delivery?	No. Please see: New Mexico State Plan Amendment, Homebound Procedures (7 CFR 247.5 (c) 7) and Nutritional Risk Criteria (7 CFR 247.9 f (1))
16.	RFP 24-630-9000-0002 - CSFP RFP	Page 39: V Evaluation. A. Evaluation Point Summary table. B6 and B7. Should these letters correspond to B. Technical Specification page 34. Instead of "a.b.c... should they be f. g. h...."?	The Point Summary Table numbering and lettering in V. Evaluation, on page 37, corresponds to B. Evaluation Factors on pages 40 – 45.
17.	RFP 24-630-9000-0002 - CSFP RFP	Page 24: IV Specification. Detailed Scope of Work. How can offeror, in their proposal, adequately express acknowledgment and acceptance of these terms? Is it necessary to address this section in the offeror's proposal?	Please see: Section II.C. General Requirements 1. Acceptance of Conditions Governing the Procurement A statement of concurrence may be provided.
18.	RFP 24-630-9000-0002 - CSFP RFP	Page 44: C.6 Is there a template form for the Employee Health Coverage Form. If not, what information needs to be included in this form? Page 44: C.7 Is there a template form for the Pay Equity Reporting Form? If not, what information needs to be included in this form? Page 44: C.8 What is the Governmental Conduct Concurrence? Is there a template form for the Governmental Conduct Concurrence. If not, what information needs to be included in this form?	See Question # 3.