QUESTION 1:

Q: How should vendors organize their cost proposal? Should a vendor send quotes for each year (for four years) or a lump sum for four years.

A: Vendors must complete each of the four cost tables located on pages 15 and 16 of the RFP. As the RFP states at Part IV, Section 3, titled “Cost Proposal Scoring” (pg. 17), the NHLC will evaluate vendors’ cost proposal by independently scoring the total cost provided for each of the four years. As a result, vendors should not provide a total, lump sum cost for all four years combined, but rather, should submit separate pricing for each of the four years.