

**RFA 005-CDC COVID Vaccine Outreach 2021-NPS
Official Questions and Answers**

All questions should be directed to the RFA Authorized Contact Person: **Natasha Ponczek Shoemake** at APHCompetitions@austintexas.gov or in the Partnergrants database by no later than **September 28 at 3 PM CST**.

Last Update by NPS: September 28, 2021

| Question No. | Questions | Answers |
|--------------|---|--|
| 1 | Where will a list of the prioritized zip codes be available? | They are listed in the Scope of Work, Application, and on the slides for this presentation, all of which are available on the competition website. |
| 2 | We tried to register with Partnergrants previously and the system did not send out login and password information. | Send technical questions about Partnergrants to Allan.McCracken@austintexas.gov or John.Sanchez2@austintexas.gov |
| 3 | Will a recording of this presentation be available? | The Pre-Bid presentation slides will be available in pdf form on the competition website. The content of the presentation is also available in the documents on the website. |
| 4 | Is the minimum \$100,000 request a strict rule? We would like to apply for less. | Yes \$100,000 is the minimum request for the 18 month contract period. Agencies are allowed to sub-contract with another agency, so that is an option if one agency does not have a need for the full amount. If you choose to subcontract, you will have to describe the subcontract for each question regarding the program design. |
| 5 | It is not safe to work with our clients in person, so we will not be having in-person events. Can we still apply without plans to run in-person events? | On page 3, there is a list of activities which includes "Coordinate cross-agency outreach efforts with the Austin Public Health, Travis County and other vaccine distributors by providing the following support for outreach events where vaccinations are available." So, while the RFA does discuss events, it is mostly in relation to your agency providing resources to support the vaccine distribution events put on by APH and other community partners, or holding your own vaccination event and bringing in APH to vaccinate your clients. Agencies may include in-person outreach events, but it is not required. |

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| 6 | We tried to register in Partnergrants but got an email saying it had been rejected due to the vendor ID not being in the system. | When you submit a request for a Vendor number, APH staff reviews the Finance Online for the information about your organization. There may be a lag between the time you submit a request for a Vendor ID and the time that it gets approved and active. APH staff can not approve a registration in Partnergrants unless it can be verified on Finance Online. |
| 7 | Our HR Director stated that we do not meet the insurance requirements, does that mean we are disqualified from the competition? | If your organization does not meet the insurance requirements at this time, you can develop them before the execution of the contract if you are chosen for award. However, if your HR Director does not think that your organization will be able to meet those requirements, then we would not be able to contract with your organization. |
| 8 | Curious if a subgrantee can be on more than one proposal – Appreciate any clarity you can provide on how many RFAs can an organization can be a part of | Yes your organization can be involved in more than one proposal. |
| 9 | Regarding the requirement for 2 years of experience – if we do not have that full two years of experience, will this disqualify us? | Agencies are asked to demonstrate the two years of providing services and there are a number of questions regarding your agency’s experience. It is not a threshold question, so if you would like to submit an application, your agency’s experience will be considered and scored by the evaluation team. So, in short, no your organization is not disqualified, but the experience will be evaluated in that experience section. Please see the scope of work Section IV. Evaluation Factors for more information. |
| 10 | Janis Bookout will provide local data on the COVID pandemic to those who would like to use her information for their application. | Janis can be reached at: janis@earthdayaustin.com The google spreadsheet she has collected data can be found here: 5 County Vaccine Data - Google Sheets |
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