**RFP 26-86283**

**TECHNICAL PROPOSAL QUESTIONS**

**ATTACHMENT F**

**Instructions**: Vendor should provide a document formatted with Question #, RFP SOW Section, and Response Area followed by the vendor’s narrative response to that question. The response must address all items detailed below and provide the information and documentation as required. The response must be structured to address each question listed below. A table of contents (see “4. Table of Contents”) must also be completed as listed in this Attachment. Where appropriate, supporting documentation may be referenced by a page and paragraph number. However, when this is done, the body of the Technical Proposal must contain a meaningful summary of the referenced material. **The referenced document must be included as an appendix to the technical proposal with referenced sections clearly marked**. If there are multiple references or multiple documents, these must be listed and organized for ease of use.

**Scope of Work Questions**

|  |  |  |
| --- | --- | --- |
| **Question #** | **RFP SOW Section** | **Response Area(s)** |
| **1** | **Duties** | The Respondent must provide a description regarding the service area of the bid shared in the Duties section from the Scope of Work document for this RFP. |
| **2** | **Minimum Requirements** | The Respondent must provide a description regarding how it will meet and address the requirements shared in the Minimum Requirements from the Scope of Work document for this RFP, including how it will guarantee service time commitments for each category. |
| **3** |  | Detail all past experience partnering with state agencies for similar type of work. |
| **4** |  | Identify any substantiated (past or current) sanctions against the license or revocations of a license for individuals listed in the application from Indiana, other states, or any state agency. |
| **5** |  | Provide examples of committees or work group appointments during previous state employment or contract engagements. |
| **6** |  | Each Respondent is asked to please describe your company’s experience in serving clients of a similar size to the State that also had a similar scope. Please provide specific clients and detailed examples. |
| **7** | **General Overall Assumptions** | What assumptions and constraints have your company made in responding to the technical proposal. This should include assumptions made based on the scope of work outlined in the RFP and assumptions regarding the resources available from the State for this scope of work. |

**Section 4: Table of Contents**

**Instructions:** After responding to all questions above, vendor should add page numbers for each question/response.

**Section 1: Scope of Work Questions**

|  |  |
| --- | --- |
| **Question #** | **Response Page #** |
| **1** |  |
| **2** |  |
| **3** |  |
| **4** |  |
| **5** |  |
| **6** |  |