



**Region 6 Behavioral Healthcare
Request for Qualifications (RFQ) - Feb. 2010 Capital Expenditures
Questions and Answers**

- Q. How broad is the definition of renovation? Can this include revamping/new installation of electrical/communications systems.**
- A. We see the definition of renovation as being fairly broad. Yes, it can include revamping/new installation of electrical/communications systems.
- Q. Can we submit a proposal for program development?**
- A. These dollars are not intended to support program development and are to be used for purchasing or remodeling of land and/or a facility.
- Q. We recently did some remodeling to a building that will be used for behavioral health services. We have completed most of the remodeling, but still have some areas to complete to enhance the facility. Can we turn in a proposal for remodeling that is retroactive?**
- A. If the work that was done retroactively was completed recently (within the past few months), then I would encourage you to submit a proposal. I will say that we had new projects in mind, but I can't say we would rule out projects that have already been started. If I understand you correctly, you say that most of the remodeling is completed, implying that there may still be some pieces that are yet to be completed. I would encourage you to break out (in the budget) the projects that are not yet completed.
- Q. The RFQ asks for federal tax returns for the past 3 years. Nonprofit businesses do not have traditional tax returns. Is it alright to indicate in the proposal that we are a nonprofit agency and do not file a business tax return (we could submit a copy of the IRS letter proving nonprofit status) or do you want us to submit the IRS Form 990 (nonprofit IRS filings) for the past 3 years?**
- A. We would like you to submit a copy of the IRS letter proving nonprofit status.
- Q. In addition to the proposal narrative, do you want one original and 10 copies of all the documents outlined in Section C. (e.g. title records, insurance, property tax) or a lesser number?**
- A. We just need one copy of the documents outlined in Section C.

Q. Other than the Cover Sheet, what other forms are needed for this RFQ and where can they be located? We are only able to find the Cover Sheet form but no others.

Also, are you asking for the deed to our property or are you requesting a title search to the property?

A. For this RFP, the only other form is the cover sheet. We ask for a General Development Performa which includes an itemized list of development, acquisition and/or renovation costs.

We are looking for information as to who owns the building and if there are any liens on the building. Any legal document that shows this will be fine.