



ADDENDUM #2

RFA-2021-DLTSS-02-ADULT

Adult Day Care Services

On February 20, 2020, the New Hampshire Department of Health and Human Services published a Request for Applications soliciting applications to provide licensed Adult Day Program Services pursuant to the Older Americans Act, Title III, and the Social Services Block Grant Programs, Title XX. The Department is seeking applications to provide services at one or more fixed locations.

The Department is publishing this addendum to:

1. Delete and replace Section 3, Application Process, Subsection 3.1, Overview, Paragraph 3.1.1, with the following:

3.1.1 Application documents identified below may be submitted by either paper or electronically as follows:

3.1.1.1. Application documents submitted by paper must be submitted on standard eight and one-half by eleven inch (8 ½" X 11") white paper, using font size 11 or larger. Application documents must be presented in the order indicated below and stapled in the top left hand corner. Please include the original application, marked "Original" as well as three (3) copies, marked "Copies" and one electronic copy.

3.1.1.2. Applications submitted electronically must be addressed for delivery to the Contract Specialist at the email address specified in Paragraph 3.4.2.

2. Delete and replace Section 3, Application Process, Subsection 3.2, Application Submission, Paragraph 3.2.1, with the following:

3.2.1 Applications may be submitted via one of the following methods:

3.2.1.1 Applications may be addressed for delivery to the Contract Specialist at the address specified in Section 3.4.2, and marked with RFA-2020-DLTSS-01-SERVI.

3.2.1.2 Applications may be submitted electronically to the Contract Specialist at the email address specified in Subsection 6.1 as well to contracts@dhhs.nh.gov and Dorinda.Downing@dhhs.nh.gov

3.2.1.2.1 The subject line must include the following information:
RFA-2021-DLTSS-02-ADULT (email xx of xx)



3.2.1.2.2 The maximum size of file attachments per email is 10 MB. Proposals with file attachments exceeding 10 MB must be submitted via multiple emails.

3.2.1.3 Electronic submission is strongly encouraged.

3. Delete and replace Section 3, Application Process, Subsection 3.2, Application Submission, Paragraph 3.2.2, with the following:

3.2.2 Applications may be submitted via **one** of the following methods:

3.2.1.1 DHHS must receive the proposal by the time and date specified in Section 3.4.1. and in *one* of the submission methods specified in Section 3.2.1 or it will be rejected as non-compliant. In limited circumstances where a deviation is minor, explainable, and has no material impact on the competition between the proposers, a deviation may be waived by the Department.

4. Delete and replace Section 3, Application Process, Subsection 3.4, Procurement Timetable, Paragraph 3.4.1 with the following:

3.4.1 Schedule of Events

Item	Action	Date
1.	Release RFA	February 20, 2020
3.	RFA Questions Submission Deadline	February 26, 2020 at 11:59 PM
4.	DHHS Response to Questions Published	March 3, 2020
5.	Application Submission Deadline	April 9, 2020 @ 3:00 pm