



**Response to Additional Inquiries to the
Invitation to Negotiate
For Case Management Organization (CMO) Services
Advertising Number: ITN-023-CMO**

Date: November 4, 2022
To: Prospective Respondents to ITN-023-CMO
From: Chris Hughes, Manager, Contracts and Compliance
Subject: Response to Additional Inquiries

- 1. The instructions refer to a tab named Program Annual Budget. However, I do not see the tab included on the worksheet (FSS-Budget-Template). Will the spreadsheet be revised to include the tab?**
 - a. This tab no longer exists. The Budget Template has been revised to remove this language and is now posted at <https://www.fssjax.org/procurement/>.
- 2. When filling out the expenditure tabs, the instructions reference the totals will automatically update to the Program Annual Budget tab. Should this also update to the Budget Projections tab?**
 - a. The Budget Template has been revised to remove this language and is now posted at <https://www.fssjax.org/procurement/>. The information will need to be added to the Budget Projections tab manually.
- 3. Are respondents permitted to update the spreadsheets to include linking cells or adding formulas to simplify calculations or do we hard code every number?**
 - a. Yes, any information can be utilized to complete the Budget Template, as long as the data linkage can be accessible to FSS during the review process.
- 4. Section 11.4-Cost of Proposal (p. 33) indicates that provider is responsible for payment of ancillary costs. There is no line item in any of the budget sheets for ancillary costs, which are significant. Please advise as to where this line item should be entered.**
 - a. The budget has been adjusted to capture this information on the Client Assistance tab. The line-item Client Assistance has been added below the Net Surplus/Deficit line on the Budget Projections tab. The revised budget is now posted at <https://www.fssjax.org/procurement/>.
- 5. We are not seeing a line item for Client Assistance on the Budget Projection page... nor on the tabs at the bottom. It is listed in the Other Funding Sources tab. Can you please provide guidance?**
 - a. The budget has been adjusted to capture this information on the Client Assistance tab. The line-item Client Assistance has been added below the Net Surplus/Deficit line on the Budget Projections tab. The revised budget is now posted at <https://www.fssjax.org/procurement/>.
- 6. Is it possible to receive a revised budget template sooner than the November 7 date for release of responses to questions (considering the November 17 due date for the proposals)?**
 - a. The Budget Template has been revised to remove this language and is now posted at <https://www.fssjax.org/procurement/>.