

Question #	RFP Section Referenced	RFP Relevant Language	Page #	Questions	Answers	Amendment
1	1.3.1.1	C.Optional Technical Obligations 1. Real Property Assets. If available, the Bidder may deliver real property information through an AVS that has access to real property assets. The list of real property assets may include, but is not limited to, the following: a)Real-estate property b)Motor Vehicle registration c)Off-highway recreational vehicle registration including, but not limited to, motorcycles, snowmobiles, and all-terrain vehicles d)Recreational vehicle registrations including, but not limited to, campers, motorhomes, campervans, and travel trailers e)Watercraft information f)Aircraft registration	8	On Page 8 under 1.3.1.1 General Obligations, Section C Optional Technical Obligations, the agency is listing "Real Property Assets". For the delivery of real property information, does the agency prefer a transfer method of batch, portal, or XML?	The Agency does not have a preference.	
2	1.3.1.1	C.Optional Technical Obligations 1. Real Property Assets. If available, the Bidder may deliver real property information through an AVS that has access to real property assets. The list of real property assets may include, but is not limited to, the following: a)Real-estate property b)Motor Vehicle registration c)Off-highway recreational vehicle registration including, but not limited to, motorcycles, snowmobiles, and all-terrain vehicles d)Recreational vehicle registrations including, but not limited to, campers, motorhomes, campervans, and travel trailers e)Watercraft information f)Aircraft registration	8	On Page 8 under 1.3.1.1 General Obligations, Section C Optional Technical Obligations, the agency is listing "Real Property Assets". Does the agency currently receive real property information? If so, who is the current real property information vendor?	No, Iowa HHS does not receive real property information.	
3	Attachment F Cost Proposal Form			In Attachment F Cost Proposal Form, row 9 includes "Projected Number of Queries" listed as 140,000. Does this volume estimate include Real Property Asset Verification queries?	No.	
4	1.3.1.2	2.The Contractor shall work proactively with the Agency and the outgoing Contractor to take over the management of any work that remains open when the outgoing contract ends on June 30, 2025.	11-Jan	Section 1.3.1.2 Transition Phase on footer page 11 advises that, "The Contractor shall work proactively with the Agency and the outgoing Contractor to take over the management of any work that remains open when the outgoing contract ends on June 30, 2025." Please clarify open work would not include any contractor-specific technology, including software defects, that current vendor may be working on. Please also provide details on any steps the current vendor will be expected to take to communicate to the new vendor on any open work.	The details of the transition would be stated in the Transition Plan that the Contractor must develop per Section 1.3.1.2.A, Transition Planning. The Agency does not prescribe how the Contractor should plan for a transition.	
5	1.3.3	The Agency will pay Contractor on an agreed upon time frame for services provided pursuant to this Contract. The total cost of services, whether they are billed on a yearly flat-fee basis or a per-look-up basis, or another proposed methodology may not exceed a maximum allowable Contract value determined by State appropriation.	12	Section 1.3.3 Contract Payment Methodology on footer page 12 of the main RFP states that costs, "may not exceed a maximum allowable Contract value determined by State appropriation." Please provide the associated value mentioned and any other budget information available.	See amendment 2 and redline copy of RFP posted on states procurement website.	X
6	3.1	Envelope Contents and Labeling Envelopes shall be addressed to the Issuing Officer. The envelope containing the original Bid Proposal shall be labeled "original." The Technical and Cost Proposal must be packaged separately.	20	Section 3.1 Bid Proposal Formatting on footer page 20 of the main RFP indicates that separate Technical and Cost Proposals must be submitted. Please confirm it is acceptable for a single package to be shipped so long as it includes an additional, smaller sealed box within containing the separate Cost Proposal.	It is acceptable to submit the Cost Proposal and the Technical Proposal in the same mailing box. The requirement is for the Cost Proposal and Technical Proposal to be separate documents.	
7	3.2.5.2	3.2.5.2 Names and Credentials of Key Corporate Personnel. A.Include the names and credentials of the owners and executives of your organization and, if applicable, their roles on this project. B.Include names of the current board of directors, or names of all partners, as applicable. C.Include resumes for all key corporate, administrative, and supervisory personnel who will be involved in providing the services sought by this RFP. 1.The resumes should include: a)Name, b)Education, c)Years of experience, and d)Employment history, particularly as it relates to the scope of services specified herein. 2.Resumes shall not include social security numbers.	23	Section 3.2.5.2 Names and Credentials of Key Corporate Personnel on footer page 23 of the main RFP asks bidders to, "Include names of the current board of directors, or names of all partners, as applicable." Please confirm both the bidding entity and any parent organization information can be provided for this requirement.	The Key Personnel should be those individuals that will be assigned to work on the Iowa contract. The list of current board of directors or partners as referenced may be for the bidding entity or parent organization.	
8	3.2.7	3.2.7 Reserved (Financial Statements)	24	Please confirm Section 3.2.7 on footer p.24 noting "3.2.7 Reserved (Financial Statements)" is not required at this time and will need to be provided by the awarded contractor annually only since the Q&A clarified that the "Contractor shall submit annually an electronic copy of the Contractor's current fiscal year audited financial statement from independent auditors".	Yes, that is correct. The Financial Statement is not required as part of the RFP submission. Financial Statements will be required annually once the contract is executed if that language is in the contract.	