

Question/Answer Addendum to Request for Proposals for Registered Dietitian

Q1: Could you please provide more information about Scope of Service Item 1.1.1.

A1: The wording for the Scope of Services Item 1.1.1 is an error. The funding from the United States Department of Agriculture does not allow us to do nutritional analysis, menu modification, dietary analysis or dietary counseling. The community-based nutritional education, however, is within the Scope of Work for this program. Scope of Services item 1.1.1 should read as follows:

1.1.1 Provide community-based nutritional education.

Q2. Does Yuba County have a cap on subcontractor indirect rates?

A2: The cap on indirect rates is 15%. A new budget worksheet has been developed for applicants to use in detailing the costs that are covered in the hourly rate that is proposed for the Registered Dietitian (RD). Indirect rates, benefits, and other expenses related to determining the hourly rate for the RD will be detailed on this worksheet. Invoicing will be a simple formula of number of hours worked x rate/hour. The worksheet will provide the details of how that hourly rate was determined. The worksheet will be posted as an addendum to the RFP.

Q3. Can an applicant negotiate an indirect rate that is higher than 15% with your office?

A3. 15% is the maximum rate that can be charged for indirect administrative costs on the proposal. When the budget worksheet is posted, you will see that there are other costs of doing business that can be included in calculating the hourly rate for the RD. These may include such items as rent, utilities, communications, insurance and benefits. Perhaps this will help to offset some of the expenses with which you are concerned. The worksheet should be posted as an addendum on or before February 8.