

**New Syringe Services Programs Request for Proposal**  
Question and Answers

1. What is a "sealed bid" and how does it differ from other requests for proposals?
  - a. All RFPs released by the State are sealed bids. Sealed bid means it's confidential and that applications are opened on the same day. This to ensure the process is fair and not influencing vendors during the bidding process. Bids not sealed tend to have an open negotiation process, that could influence other bidders in terms of their submission. Ultimately by having a sealed process we are able to look at all applications at one time, score based upon what has been submitted and seek to make awards accordingly.
  
2. The guidance for the cover letter (IX) asks for an "address of the facility from which the organization would operate the SSP." If an exact address has not yet been identified within the intended geographic expansion area, would it be sufficient to provide the address of the primary SSP site along with a description of the location targeted for geographic expansion (such as the name of the town)? This would be helpful since some organizations may not have the capacity to sign a lease for space until funding is secured through this RFP.
  - a. An exact address of where the new services is not needed, but the intended city and county must be specified. Statutory language indicates that these funds are to be used towards the increase of geographic distribution of harm reduction services in Vermont, therefore funding will only be allocated toward work being done towards establishing or conducting work in a geographic location that is underserved or in need of establishment of services. Based upon needs assessments and reporting, this RFP is not looking to fund more services in Chittenden Co. rather Addison, Caledonia or Frankling Co. among other counties are the desired focus catchment areas.