

CHANGE NOTICE

REQUEST FOR PROPOSALS (RFP) 40-2018

Manual Chart Abstraction Services For The Department Of Public Health

RFP Item	RFP document originally issued On December 12, 2018	RFP Amended & Re-Issued on January 8, 2019
<p>Page 9 Deliverable Based Budget Chart, Travel.</p>	<p><i>This section currently states:</i> Travel: The City does not anticipate any separate travel costs associated with this RFP.</p>	<p><i>The section is hereby updated:</i> Travel: The City does not anticipate any separate travel costs associated with this RFP. If The City approves of needed travel costs, travel expenses will be reimbursed for the actual cost incurred up to the publish CONUS rate(http://www.gsa.gov/travel/plan-book/per-diem-rates) in effect at the time of contract.</p>
<p>Page 9 Item F.</p>	<p>This section currently does not have Item F on Page 9.</p>	<p><i>The section is hereby inserted on Page 9.</i> F: TIME AND PLACE FOR SUBMISSION OF PROPOSALS Proposals must be received by 12:00 p.m., on 01/17/2019. Proposals that are submitted by fax or email will NOT be accepted. Postmarks will not be considered in judging the timeliness of submissions. Proposals may be delivered in person or mailed to: Joanna Li San Francisco Department of Public Health Office of Contracts Management 101 Grove St. Rm. 410 San Francisco, CA 94102 Phone (415) 554-2784; FAX (415) 554-2555</p> <p>FORMAT Proposers shall submit: [1] Original copy of the proposal, clearly marked "Original Proposal of RFP 40-2018" [5] copies of the proposal, clearly marked "RFP 40-2018 COPY" [2] copies of required CMD Forms (located in Attachment A-1.zip) in a separately sealed package, clearly marked "CMD FORMS RFP 40-2018"</p> <p>All items to be delivered to the above location. As stated above, Proposals that are submitted by fax or email will NOT be accepted. Late submissions will not be considered.</p> <p>HARDCOPY Place proposals in three-ring binders for the review panel. Please use three-hole recycled paper, print double-sided to the maximum extent practical, use recycled paper that is comprised of minimum of 30% post-consumer materials, and bind the proposal with a binder clip, rubber band, or single staple, or submit it in a three-ring binder. Please do not bind your proposal with a spiral binding, glued binding, or anything similar. You may use tabs or other separators within the document.</p> <p>For word processing documents, the department prefers that text be unjustified (i.e., with a ragged-right margin) and use a serif font (e.g., Times Roman, and not Arial), and that pages have margins of at least 1" on all sides (excluding headers and footers).</p>

The updated RFP document will be posted on DPH's website by January 9, 2019.
The Department of Public Health recommends that applicants consult the website frequently to determine if they have downloaded all Change Notices.

To access all related documents to this RFP, please go to:
<https://www.sfdph.org/dph/comupg/aboutdph/insideDept/Contracts/RFP402018.asp>

Contract Analyst Joanna Li (415) 554-2818 Joanna.Li@sfdph.org