

**DIETARY ADMINISTRATIVE SUPPORT SERVICES REQUEST FOR PROPOSALS**  
**RFP No.: AAA-DASS-1115**  
**QUESTIONS AND ANSWERS**  
**POSTED: NOVEMBER 4, 2010**

- Q1:** I was wondering if comparable experience would be sufficient to meet these requirements. For instance, we have staff that is ServeSafe certified and have conducted in-house trainings to staff, but we haven't given these trainings to outside agencies. In addition for both of these requirements could my 5 years of teaching college nutrition courses, (which included sanitation and HACCP) in addition to numerous sanitation classes I have given for our agency and various populations be considered equivalent?
- A1:** Proposer must have experience presenting National Restaurant Association's ServSafe food safety and sanitation courses as well as five (5) consecutive years of experience conducting HACCP Courses as stated in Appendix B, Statement of Work, Section 3.0 Specific Tasks. The Proposer's Registered Dietitians (RD) must currently be certified by the National Restaurant Association to teach ServSafe classes to Elderly Nutrition Program Project Directors, Food Service Managers, and Congregate Site Managers as stated in Appendix B, Statement of Work, Section 3.10. To teach the nationally certified HACCP Program, the Proposer's RDs must have a current Certified Professional of Food Safety (CP-FS) certificate from the National Environmental Health Association as stated in Appendix B, Statement of Work, Section 5.2.2, which states the minimum education, experience and qualifications.
- Q2:** Also, though we don't currently have the 5 required Registered Dietitians on staff (requirement 1.4.4), it would not be a problem to do so if granted the contract (currently we have no need to staff all 5 Supervisorial District). Would this be an issue when applying for the grant?
- A2:** Yes, a Proposer must currently have the ability to staff each Supervisorial District with at least one Registered Dietitian and must meet the mandatory staffing requirements specified in Appendix B, Statement of Work Section 5.0 Contractor Personnel, which states that a Contractor shall have a sufficient number of qualified staff with the appropriate education, licensure, and experience to carry out the requirements of the DASS Program.

**Q3:** Are the resumes considered part of the attachments?

**A3:** Yes, the resumes are considered part of the attachments as stated in RFP Section 2.8.4.1 Qualifications of Proposer's Personnel. Failure to provide an attachment(s) such as the resume(s) may result in a determination of non-responsiveness.