

Clinical Consultation RFP

Questions and Responses

9/21/2020

Question 1: Regarding travel expenses, the RFP indicates mileage is reimbursable at the state travel reimbursement rate. Is mileage the only allowable travel expense eligible for reimbursement or are meals and required hotel stays eligible for reimbursement? If meals and/or hotels are allowable reimbursable expenses, is there a maximum daily rate that should not be exceeded in the budget?

MCT Response: Necessary and reasonable travel related expenses may be included in the proposal budget. Please use the information here to determine the rates of acceptable costs: https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-lookup/?action=perdiems_report&state=ME&fiscal_year=2020&zip=&city=

Question 2) Is there a preferred format for the final proposal (e.g., word count, page count, etc.)?

MCT Response: There are no restrictions on length and no specific format. Please address provider qualifications and experience, how the scope of work will be delivered and provide sufficient narrative to explain how the budget lines were determined.