



USAID | **ZAMBIA**
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Questions and Answers Posting Date: June 12, 2015
Application Submission due by: July 10, 2015 (15:00 hrs, Local Zambia time)

Subject: Request for Applications (RFA) Number: RFA-611-15-000014:
Questions and Answers (Q&A)

Program Title: USAID/Zambia Open Doors Project.

All questions and points of clarification received by the due date and time were considered for inclusion in this Question and Answer attachment.

QUESTIONS AND ANSWERS

QUESTIONS	ANSWERS
1. Page 25, g) 2. Sentence one state "describe the staffing plan for technical and administrative staff with." Could the Mission please clarify the sentence's meaning?	The "with" is a typo and we have deleted it. Refer to the amendment in which we have corrected that sentence.
2. Page 26 says to include PPRs in the proposal, while page 29 says PPRs will be required as additional information. Which is correct?	It shall be submitted as additional information. Only the Apparent successful Applicant will be requested to submit PPRs. We have since amended the RFA to reflect this.
3. Page 33, Selection criteria 1 starts with an unclear sentence: The application will be evaluated on the extent to how sound the overall technical application and effective the proposed plan make a significant positive contribution towards the prevention of HIV infection..." Does this mean "how sound the overall technical application is and the extent to which the proposed plan makes a significant contribution toward the prevention of HIV infection..."?	The application will be evaluated on the effectiveness and soundness of the overall technical approach and the probability that the proposed plan will make a positive significant contribution toward the prevention of HIV infection among beneficiaries and their communities.
4. Page 13, Figure 1: is the Zambia Key Populations Program the umbrella program for the Zambia Open Doors activity, or is it the same as Open Doors?	The Zambia Key Populations program is the same as Open Doors.
5. I respectfully wish to be availed the opportunity to visit one or two project site clinics that serve the Corridors of Hope described in the RFA. While I am familiar and have also read about earlier work in the Corridors of Hope, this additional familiarity should enhance my insights.	All Corridors of Hope sites close at the end of June 2015.
6. Could you please clarify the requirements for the number of years of experience for the Chief of Party? The RFA states "At least eight years of senior level experience leading and managing large scale HIV and public health programs in sub Saharan Africa, including supervision of technical staff" and "An additional 10 years of progressively increasing responsibility working in HIV prevention, care and support and related fields, preferably in ESA region." Is USAID anticipating a total of 18 years of program experience? Or is USAID looking for eight years of senior level experience plus at least two additional years of progressively increasing responsibility?	At least 10 years of experience working in HIV prevention, care and support of which eight years should have been in senior-level leading and managing large-scale HIV and public health programs in sub-Saharan Africa, including supervision of technical staff. USAID amended the RFA to reflect this change.
7. The results framework on page 13 of the RFA differs from the results described on page 10. For example, results 2.1, 2.2, 2.3, and 2.4 are different between the explanations on page 10 and the results framework. And the results framework does not have a result 2.5 while page 10 does. Could USAID please clarify which results bidders are supposed to follow?	Applicants are supposed to follow those on page 10 and USAID amended the results framework to reflect those on page 10. Refer to amendment.
8. Will the Open Doors project support the purchase of condoms and lubricants or does USAID have another	The Recipient will have the ability to purchase condoms and lubricants as

strategy to provide these products through Open Doors?	needed, in addition to accessing what is provided by the GRZ.
9. Page 26 of the RFA states that past performance references should be included as an annex. Page 29 under point 7, Additional Information, says that the following documents, including past performances, should not be submitted with the applications. The paragraph regarding PPRs subsequently states that PPRs should be included and that the Apparently Successful Applicant will submit all of its cost reimbursement contracts, grants or cooperative agreements involving similar or related programs during the past three years. Is it correct that PPRs should be submitted with the application?	Refer to # 2
10. Under Result 1.1 the RFA references Pop Council data that is emerging, but does not provide a reference or source. Is it possible to get a copy of this data or the source?	The data is emerging and has yet to be finalized.
11. Under Result 1. Expected Outcome #2: "...increased number KP who report access to HIV Prevention"; What is the definition of "report"? Does this mean we need to do surveys, or are we able to report the number of people based on the number who access HIV prevention services?	It is not USAID's intention to give applicants instructions on how to collect this data.
12. Can you provide additional information on the "key transportation corridors" where the key populations should be targeted?	Applicants are expected to gather information about Zambia and the intended beneficiaries and demonstrate an understanding of the issues in Zambia in their technical applications.
13. It isn't clear if Past Performance References should be submitted with the application (see point iv pg 32) or during the negotiation leading to the award (point 7 pg 35).	Refer to # 2.
14. On Pg. 26, under Past Performance References, it says "Part II should be completed by the reference." There is no part I and II in the template provided as part of the announcement. Please advise?	Annex D has been deleted and the Apparent Successful applicant upon request from the AO will be required to complete the past performance reference sheet that was attached.
15. The Population Council's mapping exercise, referenced on P. 7 of the solicitation, is not yet complete. When do you anticipate receipt of their final report?	USAID anticipates receipt of the report by the end of July.
16. Point iv on page 32 makes reference to Part I and II on the past performance form. The attachment included with the RFA documents Attachment 1 Past Performance Information Data Sheet does not include separate parts I and II. Is a separate form required from references?	Refer to # 14 above.
17. On pages 9 and 10, the solicitation references providing linkages to alcohol and drug treatment	IDUs are not included as a target population.

programs and yet intravenous drug users (IDUs) are not a key population listed in the summary paragraphs of page 1. For purposes of our proposal, should we include IDUs as a target population?	
18. The solicitation is silent on whether prisons would be included as a targeted geography. Should we include prison sites in planning activities for targeted populations (MSM, IDU)?	Prison sites should not be included.
19. The sub result activities for Result 2 beginning on P. 10 describe different activities than those listed in the Results Framework on P. 13. Which is correct?	Refer to # 7 above.
20. On Page 8 under Illustrative Implementation Framework, the solicitation notes that at 10 existing Corridor of Hope sites, the implementer would strengthen existing interventions; in addition, they would be asked to roll out basic services in new sites, strengthening them over time. Given the Open Doors proposed project budget is slightly less than Corridors of Hope III's, how many total sites should we plan for?	This will depend on where the need is greatest based on what we learn from the size estimation. We do not anticipate more than 4 additional new sites.
21. For budget planning purposes, what should be the ratio of existing sites to new sites?	Refer to #20 above.
22. On page 29, the solicitation reads that PPRs should NOT be included with the application. This is contrary to instructions on P. 26. Please confirm if PPRs should or should not to be included in our submission.	Refer to # 2.
23. On page 27, personnel and travel policies are requested. Do you want them for the prime and subs or just the prime?	For just the prime applicant.
24. Are all commodities (male and female condoms, lubricants, family planning methods) used in this project to be purchased under USAID's global procurement award or can we consider alternative suppliers for purposes of cost share?	It is appropriate to consider alternative suppliers for purposes of cost share.
25. If the solicitation extends to include IDUs, will commodities, such as overdose treatments, syringes and alcoholic swabs, be purchased under USAID's global procurement award?	Refer to question #17.
26. Key personnel on page 16. The five positions in the introductory paragraphs are stated as Chief of Party (COP); Deputy Chief of Party (DCOP), Director of Financial Management and Operations, Director of HIV Prevention, Care and Support, and Director of Monitoring, Evaluation and Research. On page 17, the last two positions are presented as Advisor, HIV Prevention, Care and Support and Advisor, Monitoring, Evaluation and Research. What is the right title for these positions: Director or Advisor. What is the right title of these positions: Director or	Advisor will be the correct title for the last two positions. We have since amended the RFA to reflect this.

Advisor?	
27. On page 10 under Result 2.1, the RFA advocates regular STI screening and periodic presumptive treatment (PPT) to address asymptomatic STIs. Key populations are further encouraged to attend regular medical check-ups at least quarterly. The greatest challenge in providing quality STI services using a PPT approach, is availability of appropriate STI drugs. Moreover, drug kits supplied to health centers and hospitals are tailor-made and, in most cases, do not include recommended drugs for STIs which then have to be purchased separately. Is purchase of drugs for STI screening and management allowed as a budget line item to supplement STI drugs available at government health facilities?	Yes
28. It is a best practice to provide Catch-up HBV vaccination for KPs. Does the Mission see this as an appropriate “best practice” for inclusion in a minimum package for KPs?	USAID wants applicants to put forth their best ideas in the technical applications and the Selection Committee will review the merits of each application in accordance with the merit review criteria outlined in the RFA.
29. If the above answer is yes, will this commodity be provided to the Project at no cost by the Government of Zambia?	USAID does not have an existing agreement with the GRZ for this commodity so this will have to be negotiated with the government.
30. On P. 10, under Result 2.4, the solicitation reads “Open Doors will increase access to free condoms to reduce HIV/STI risk, as well as to lubricants to reduce risk of condom breakage during sexual intercourse.” Lubricants are not generally available in the public sector. Should we include purchase of lubricants by third parties as part of our program budget?	Yes
31. On page 19 under Substantial Involvement (2) Concurrence on the substantive provisions of sub-awards. Does this include sub-sub grantees (i.e., third tier) or just sub-awards at second tier only?	For this RFA subaward means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.