

Vendor questions and Shelby County Government responses.
The deadline for submitting questions was November 5, 2014.

Request for Proposal

Shelby County Government

Purchasing Department

160 N. Main, Suite 900
Memphis, TN 38103

Issued: October 6, 2014

Due: November 17, 2014 no later than 3:00 P.M. (Central Standard Time)

RFP #15-009-11

Ryan White Part A and Minority AIDS Initiative

(MAI)

HIV Emergency Relief Project

(Community Services)

Questions and Responses

The instructions for the Ryan White grant, under attachment #10, asks for proof of 501c3 status, charter and bylaws. We are a new clinic start up. We will start providing services Jan 1, 2015. We have a copy of our charter, filed and stamped by the State Attorney General and our bylaws have been approved by our board of directors, but we have not received a letter from the IRS confirming our non-profit status yet. Can we use the stamped charter as evidence of our organization's non-profit status? If we need a confirmation letter from the IRS, can we submit it at a later date? The reason I ask, is that we recently helped a medical clinic in New Orleans fill out Form 1023 for the IRS and it took 8 months before they received a confirmation letter. It is my understand that since the affordable care act was passed the IRS has been taking longer to process 501c3 applications for medical facilities. I don't think we will receive our confirmation letter from the IRS prior to the Nov 17 deadline. Any help you can provide would be greatly appreciated.

Response:

Your company is ok to submit a proposal and it will be reviewed by the Shelby County Government Ryan White scorecard committee. However, please be mindful that your company must have the 501c3 confirmation letter by the time Shelby County Government prepares to issue a contract to your company if they are an awarded bidder on this RFP 15-009-11 Ryan White Part A & (MAI).