



**DEPARTMENT OF HUMAN RESOURCES/  
OFFICE OF TECHNOLOGY FOR HUMAN SERVICES  
Request for Resume (RFR) for a Project Manager (Senior)  
OTHS/OTHS-14-032-S**

**QUESTIONS AND RESPONSES SERIES #2**

1. **Question:** The footnote of the Price attachment states that the annual rate requires a minimum of 1,920 hours. If companies base their annual rate off the 1,920 hours and the Project Manager (PM) works more than 1,920 hours, does this mean companies cannot bill these hours?

**Response:** DHR will award the Task Order based on an Hourly Labor Rate, not an Annual Labor Rate. Please see Amendment #2, provided to Master Contractors on April 21, 2014.
2. **Question:** Will DHR be cognizant of when the PM is nearing 1,920 hours so that the PM's remaining hours worked can be aligned with this amount? (Meaning, DHR won't expect the resource to work a large number of hours over 1,920.)

**Response:** DHR will award the Task Order based on an Hourly Labor Rate, not an Annual Labor Rate. However, it is the Master Contractor's responsibility for tracking the number of hours its Project Manager spends on this project. Please note that the 2,000 hour figure provided on the Price Proposal is an estimate. The Project Manager may need to work greater or fewer than 2,000 hours in each TO Agreement Period.
3. **Question:** How will DHR decide which rate (e.g., the annual rate or hourly rate) it will select for the contract?

**Response:** DHR will award the Task Order based on an Hourly Labor Rate, not an Annual Labor Rate. Please see Amendment #2.