

**MOHAVE COUNTY PROCUREMENT DEPARTMENT  
PRE-PROPOSAL WEB CONFERENCE AGENDA**

**Opioid Settlement Grants for FY24**

**RFP NO.: 24P01**

**DATE: July 21, 2023**

**TIME: 10:00 AM (Local AZ Time)**

**Microsoft Teams Meeting:**

[Click here to join the meeting](#)

Meeting ID: 256 527 020 325

Passcode: MwpkVu

**Or call in (audio only) +1 623-473-7231,,394986000#**

Phone Conference ID: 394 986 000#

*This pre-proposal conference, including discussions, questions and responses and this agenda do not change, modify or supplement any of the terms or conditions of the original bid documents. Any and all changes, modifications or supplements are effective only through a formal amendment to the bid documents during the bidding period.*

**Sign in Sheet:**        **Since this meeting is being held via Web Conference, please provide email confirmation of attendance to: [MichaM@mohave.gov](mailto:MichaM@mohave.gov).**

**Introductions:**        Morgan Michaels, Procurement  
                                 Dr. Chad Kingsley, Public Health  
                                 Shurie Minter, Public Health  
                                 Brenda LoBue, Public Health

1. This Pre-Proposal Conference is **non-mandatory**.
2. It is the intent of this Request for Proposals (RFP) to issue grant funds for the distribution of \$700,000 of Opioids Settlement Funds to address the opioid crisis, on behalf of the Mohave County Department of Public Health.
3. Complete bid documents consist of the 36-page RFP Number 24P01 and any solicitation amendments which may be issued.
  - a. Proposal submission must include, at minimum, the following items signed and completed as necessary: Form 1 – Title Page, Form 2 – References, Form 3 – Offer Form, Form 4 – Budget Worksheet, and signed amendments. Offerors may check the County’s website to ensure they have complete documents before submitting a bid at <https://procurementbids.mohave.gov>
4. All questions concerning the Project, whether generated by the offeror during the Formal Pre-Proposal Conference Presentation or while in preparation of their bid, are to be submitted IN WRITING. Oral discussion presented at the pre-bid conference will not bind the County. Questions may be submitted via e-mail, FAX or letter.

All questions must be directed to:

MOHAVE COUNTY PROCUREMENT DEPARTMENT  
ATTENTION: MORGAN MICHAELS  
700 WEST BEALE ST., 1<sup>st</sup> FLOOR EAST  
KINGMAN, ARIZONA 86401-5711  
FAX: (928) 753-0787  
E-MAIL: [MichaM@mohave.gov](mailto:MichaM@mohave.gov)

**Written questions must be received by July 25, 2023.**

Individual responses to questions will not be given. A written response to each submitted question will be furnished to each Plan Holder of Record in the form of a formal amendment to the Bid Documents.

5. **MOHAVE COUNTY SEAL USE:** Pursuant to A.R.S. §11-251.17 a firm or individual is **NOT** permitted to use, display or otherwise employ a copy or other resemblance of the Mohave County seal without obtaining approval from Mohave County Board of Supervisors.
6. Proposal Due Date is **August 8, 2023 at 2:00 PM, Local AZ Time**  
  
Proposals must be submitted by electronic mail to [MichaM@mohave.gov](mailto:MichaM@mohave.gov). All proposals must be received prior to this deadline. Late bids shall be rejected and returned to the bidder regardless of reason for being late.
7. The proposal opening will take place on **August 8, 2023 at 2:00 PM, Local AZ Time** at the Ocotillo Conference Room next to the Procurement Office, 700 W Beale St. in Kingman. The County anticipates bid award in **September of 2023**.
8. Comments by Mohave County employees.
9. Questions and responses.