



Procurement and Contracting Services

**Request for Proposals Arizona AHEC Regional
Center Incorporating La Paz, Mohave, and Yuma
Counties**

ADDENDUM #1

**Sealed RFP # L192519
Due on May 6, 2025 no later than 2:00 PM, MST**

The following questions were received prior to the technical question period close of April 24, 2025 at 12:00PM MST:

1. When looking at capacity for the 120 participating trainees, are we able to include current students we host through similar interdisciplinary programs or residency programs?

Current health profession students' or trainees' experiences hosted by an institution can be reported to AzaAHEC only if they are not reported to another funding source. AzaAHEC's federal funder, HRSA, prohibits dual-reporting. This means that any trainee, activity, or experience already reported to another funding source cannot be reported to AzaAHEC.

2. Are we able to access some examples of pipeline activities through programs such as pharmacy, physical therapy, etc.?

Each regional center develops their own unique pipeline programs. Examples of several pipeline activities are described in the [Arizona AHEC FY2024 Annual Report](#), including on Page 25, paragraph entitled "Pathways Program", and on Page 31, paragraph entitled "Future Faces of Family Medicine Expansion". A summary of all pipeline activities can also be found in this same report on Page 1, Second Paragraph on the left side, and Page 3, Fourth Paragraph on the right side. The required structured pipeline activities offered by a regional center can be accomplished through organized activities offered directly from the regional center and/or through partnership with academic and community organizations. Partnerships are formed by the regional center for these activities.

3. Can we assess an outline of the AHEC Program in addition to a breakdown of the CBET schedule?

Each year, Arizona AHEC prepares an annual report to the State of Arizona; historical reports are available on our [website](#). The [Arizona AHEC FY2024 Annual Report](#), published in October 2024, will provide the most recent information about AzaAHEC. Page 1 of that report summarizes all key metrics achieved that year and highlights activities across all programs, including CBET activities reported across Regional Centers and Rural Health Professions Program elsewhere in the report. Page 4 provides a summary of institutions with whom Regional Centers have collaborated to achieve CBETs, and the resultant trainees and field experiences by Regional Center. Consistent with this information, the CBET schedule found in the RFP should project the regional center's planned community-based experiential training activities for the year, organized by student discipline and educational institution.

4. What are some of the qualifications for an AHEC scholar program and how do we ensure we align with that vision?

The primary qualification is that an AHEC Scholar in the Arizona AHEC System must be enrolled in a graduate-level health profession program at one of the three public Arizona universities (i.e., University of Arizona, Arizona State University or Northern Arizona University.) The Rural Health Professions Programs recruit and accept students for participation in the AHEC Scholars Program; all students additionally must have active or planned CBET rotations. As an AHEC Scholar, each student is then assigned to an interprofessional group at one regional center for a two-year period. An overview of the AHEC Scholars Program at AzAHEC, including enrollment by health profession discipline, can be found on Page 7 of the [Arizona AHEC FY2024 Annual Report](#). For specific participation details, refer to RFP [Exhibit A: 24/25 AHEC Scholars Manual](#) which includes regional center roles and responsibilities in the AHEC Scholars Program.

5. With the knowledge that awarded proposals become public records, where are we able to access these documents? It says these are available for review during the University's regular office hours, but is there an accessible portal somewhere online to view them for easy access?

It does not appear that documents per se would need to be accessed, since the annual report(s) available on-line provide a comprehensive view of examples requested.

6. On page 1 of the RFP document there is a request to have all files marked with the following information (seen below). However, the official due date in the RFP states submission will be due on May 6th, 2025. Do we need to reflect the May 6th date on our documentation, or, as seen below?

May 6, 2025 at 2:00PM MST is the correct due date.

End of addendum, all else remains the same.