

# Pierce County

## Human Services Department

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# Memorandum

To: Potential In-Home Care Applicants

From: Brian Guthrie, Program Specialist, Aging and Long Term Care (A&LTC)

Date: August 6, 2009

Subject: A&LTC Response to Question/Inquiry Related to In-Home Care Services Request for Qualifications

Pierce County Human Services, Aging and Long Term Care (A&LTC) issued a Request for Qualifications (RFQ) to provide State Funded In-Home Care Services (Bid Number 09-002-ALTC) on July 20, 2009.

Aging and Long Term Care received within the established timeline (July 29, 2009), for potential applicants to submit questions/inquiries, one question related to the RFQ. Below is the question received and A&LTC response to the question/inquiry.

Question/Inquiry: We just have one question for you regarding the Pierce county RFQ. On page 9 of RFQ, as well as various other places in the RFQ, it states that you'd like all documents submitted electronically on a disc using Microsoft Word. Rather than using Microsoft Word can we submit the RFQ, Policy and Procedure Manuals and other requested documents in an Adobe PDF format?

A&LTC Response: Yes.