



## Cancelation of RFQ 3150006637

### Occupational Therapy

To Whom it May Concern,

This letter serves as formal notification to all vendors and the public that RFQ 3150006637 has been canceled. It was determined that portions of the solicitation were not worded in accordance with state statutes. As a result, the solicitation will be canceled and reissued.

A review solicitation will be corrected and advertised within the next few days. When resubmitting, please ensure that you carefully review the entire solicitation and include all requested information. The following items were commonly omitted in previous responses:

- RFQ page 18 must be completed and returned. Please check one box.
- If any amendments are issued, respondents must acknowledge each amendment. Email conformation is acceptable.
- Provide full resumes for all personnel involved in delivering the services (not just the Occupational Therapist).
- Include a list of principals, parent organizations, and subsidiary organizations. If none apply, please submit a memo stating this.
- Provide the age of the business and average number of employees over the past two years.
- Submit a list of contracts of similar scope completed within the last two years.
- Please do not submit a W-9. It is not required for the solicitation.

Thank you for your previous submission. We encourage you to resubmit once the revised solicitation is published, ensuring all required documentation is included.

Thank you for your understanding.

Benjmain Purser  
Procurement Agent II  
Boswell Regional Center