

1. Scope & Expectations

- Are the two scenario types (Front Lobby vs. Patient Room) assigned by RIHCA, decided by the health center, or should the contractor recommend which scenario fits each site? **The contractor can decide which scenario to use for each site. However, for health centers doing exercises at multiple sites, both scenarios should be used. For example, EBCAP is requesting four sites to go through the exercise. The front desk scenario should not be used at all four sites. We will notify the health center of the scenario upon arrival.**
- Is the contractor expected to customize scenarios for each site based on their layout, policies, and staffing? **No, but the planning process will include RIHCA and the selected contractor communicating with the health center's lead contact to understand any special circumstances/considerations with the building. Each health center has a "site lead" who will move around the building with the exercise facilitators for the duration of the exercise.**
- Will any sites require after-hours or weekend exercises to minimize disruption in the health center? **The health centers understand that they will need to be closed to patients during the exercise. However, in order to accommodate the health centers, the exercise may start as early as 7:30am.**

2. Actors, Controllers, Evaluators

- Does RIHCA prefer the contractor to supply all actors/controllers/evaluators, or can health centers provide some personnel? **The contractor should supply all personnel in order for the health center staff to be "unprepared" for whatever scenario is selected.**

3. Exercise Logistics

- What is the expected contract award date and exercise start window? **RIHCA will notify the selected vendor on or before 10/23/2026. I anticipate the exercises taking place late in Spring 2027.**
- What is the expected scheduling window for the ten exercises (e.g., over one week, two weeks)? **A two-week window to allow some flexibility in scheduling would be preferred.**

4. Hot Wash & After-Action Requirements

- Is the contractor expected to produce one After-Action Report/Improvement Plan per site, or a consolidated report for all sites? **The contractor will be expected to**

keep notes during the exercise to be discussed during the hot wash. The health centers complete their own after action reports.

5. Cost Proposal Clarifications

- Is there a maximum budget or ceiling RIHCA is working within? **No**

NEW – 9/25

In §4, does the exercise require participating staff to physically perform protective actions — lockdown, barricade, evacuation, patient movement — or is play limited to decision-making, command, and coordination, with physical response simulated? **Staff should be instructed to react in whatever way they would in a real situation. (Most health centers use the Run, Hide, Fight techniques). During the safety briefing before the start of the exercise, staff should also be instructed that if they would throw an object, hit the suspect, pull an alarm or call the police that they should not actually do those things but should say that is what they would do.**