

RFP 2024 CPCS

Instructions: All questions/inquiries about the bid must be submitted in writing by the deadline identified in the bid documents, [Date and time from RFP timeline](#). Questions/Inquiries must be listed on this template then submitted via email to [Email address](#).

	SUBMITTED QUESTION	STATE'S RESPONSE
1	What data points were used to decide on regional allocations?	Prior year's spend by the CPCS program for each region was used for the estimated regional allocations. The allocations are estimates. Respondents should include in their cost report what they anticipate it will cost to provide the services in the region(s) they are applying.
2	When can we expect final regional allocations?	Final regional allocations will be made after proposal evaluation and award notices are issued.
3	What data points were used to determine monetary allocations for FRC's?	We utilized information from the pilot FRC's funded through the Community Collaborations Grant, anticipated start-up costs, and the total budget allocated for FRC's statewide.
4	Is DCS prepared for services to decrease in the areas regional allocations have decreased?	No, we expect the services provided in each region will meet the needs of the community.
5	Is there any plan for all FRC's to be funded equally? Each Region is funded at 275,000\$ but some regions have two centers, which makes those centers funded at 50% the amount of others.	Regions where FRCs exist will continue to be funded at \$275,000 annually. The funding may be used to support more than one FRC, a mobile FRC, etc.
6	Page 8 of the RFP states that each proposal should include one technical and one budget proposal, what is the process for applying for more than one region?	One proposal per respondent may be submitted for each region you are applying to serve. See Question 18 for more information.
7	Page 10 of the RFP states that no more than one proposal per respondent may be submitted, what is the process for submitting for more than one Region?	One proposal per respondent may be submitted for each region you are applying to serve. See Question 18 for more information.
8	Page 10 of the RFP states that the proposals should be emailed to Michael Sturm by August 23, 2024. Page 16 of the RFP states that the budgets must be uploaded to kidtraks, which is accurate?	The Boilerplate document has been updated. Proposals should be submitted to Michael Sturm and DCS Prevention Questions.
9	Regarding the budget, when entering line 24 CPCS Direct cost years 2 and 4, the link appears to be broken with CPCS Direct Cost tab line 27. The totals are not showing up.	This issue has been corrected. Please use the updated cost report posted to the RFP page on 6/18/24.
10	Regarding the budget, Line 25 FRC Direct Cost for all four years is linked to line 28 on FRC Direct Cost tab, it appears it should be the total of line 27.	This issue has been corrected. Please use the updated cost report posted to the RFP page on 6/18/24.
11	Regarding the budget, Line 26 CPCS indirect cost years 2 and 4, the link appears to be broken with CPCS indirect cost tab line 27, as the totals from this line arent showing up.	This issue has been corrected. Please use the updated cost report posted to the RFP page on 6/18/24.
12	Regarding the budget, line 27 FRC indirect cost years 2 and 4, the link appears to be broken with FRC indirect cost tab line at, as the totals are not showing up.	This issue has been corrected. Please use the updated cost report posted to the RFP page on 6/18/24.

13	It is our understanding that the Community Partners program uses the Enlite system (as opposed to KidTraks). Are potential vendors able to include technology costs associated with developing data extraction / reporting tools that are consistent consistent with Enlite upload requirements?	No, data extraction/reporting capabilities are already available functions in Enlite. CPCS providers are required to use the Enlite data system for all programmatic data collection.
14	In Attachment M (CPCS Estimated Regional Allocations), there are two columns. The first column is titled, "Annual Regional Allocation" and the second is titled, "FRC Allocation." Is the FRC allocation also an annual allocation?	Yes, the FRC allocation is also annual.
15	Are vendors able to propose funding costs that exceed the listed in the "CPCS Estimated Regional Allocations" or will funding be capped at those estimations?	Yes, please submit what you anticipate it will cost to provide the CPCS service in the region(s) you are applying. See responses to Questions 1 and 2 for further clarification.
16	On page 26 of the RFP the instructions state that potential vendors are to include costs for the first four years of the contract. Since the initial contract is for a two-year period, will there be opportunities to increased funding at contract renewal to address cost changes that may have occurred?	Utilization of spending will be monitored on a continued basis to ensure services are rendered consistently, changes may be made as a result of utilization. If at any point during the contract period vendors have concerns regarding their allocations, they should communicate this to the DCS Prevention Team.
17	During the pre-proposal conference, the question was asked about whether we were able to approach DCS employees regarding their willingness to serve as a reference in our proposal, given that discussing the proposal with DCS is prohibited. It was indicated in the meeting that we MAY contact DCS staff specifically related to this item, but the conversation may not go any further. Could you please confirm to ensure we've not misunderstood, as well as to your response as part of the formal Q&A.	Yes, you may request that DCS provide a reference for your agency's proposal.
18	If a vendor is proposing to serve more than one region, does a separate stand-alone proposal package need to be submitted for each region or are we able to submit one comprehensive package detailing variations by region in the narratives? Similarly, if you advise one comprehensive package, would it still be appropriate to include multiple cost proposal documents (one for each region)?	An individual proposal package should be submitted for each region. Each proposal package should include the Executive Summary Letter, Business Proposal, Technical Proposal, and Cost Proposal.
19	It is our understanding that the state is seeking a single provider for each region (although the same provider may be awarded multiple regions). Is that correct?	Yes, that is correct.
20	Is the expectation that providers will ultimately find their own funding to support FRCs?	Each region where a DCS funded FRC exist (R2, R3, R5, R7, R11, R12, R18) will be funded at \$275,000 annually. DCS encourages vendors to seek additional funding needed outside of this allocation to support FRC's.

21	<p>Business Proposal 2.3.4 The Respondent is responsible for the performance of any obligations that may result from this RFP, and shall not be relieved by the non-performance of any subcontractor. Any Respondent's proposal must identify all subcontractors and describe the contractual relationship between the Respondent and each subcontractor. Either a copy of the executed subcontract or a letter of agreement over the official signature of the firms involved must accompany each proposal. We can likely get letters of agreement but it would be very hard to figure out the anticipated dollar amount at this stage. How set in stone would that be?</p>	<p>Respondents are expected to identify an estimated dollar amount they plan to utilize for sub-contracted services</p>
22	<p>Technical Proposal 2.4.23 Respondent will provide an organizational chart with description of roles to include staffing structure for administration of Community Partners for Child Safety program including subcontractors utilized. Similar to our question in the Business Proposal- if we have not held the contract before, can we list our anticipated subcontractors instead of providing a definitive list ?</p>	<p>Yes, respondents can provide an anticipated list.</p>
23	<p>Service Standard VIII.3 Subcontracting Component- A percentage of funding (not more than 30% of the Region's allocation) may be utilized for other prevention services. Please clarify if the 30% includes subcontracting out Direct Services (VII.1) or Community Component (VII.2) or if the 30% is for other prevention-related services that are not covered in section 1 or 2.</p>	<p>This percentage is used to support other local prevention services that are not covered in section 1 or 2.</p>
24	<p>Cost Proposl: When text is entered into the "Calculations/Descriptions" cells on the Direct Costs and Indirect Costs tabs of the Cost Proposal worksheet, the excel file does not allow it. It appears to only allow numbers. How should we provide detailed descriptions in these cells?</p>	<p>This issue has been corrected. Please use the updated cost report posted to the RFP page on 6/18/24.</p>
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