

Early Childhood Education and Care Department

Questions and Responses to RFA FY2021-2

Call For Provider – FIT Programs

<u>Questions</u>	<u>Responses</u>
<p>Are we allowed to submit questions with answers, or do we just correspond answers to the numbers and letters of each question (letters do not match questions on FSC part)?</p>	<p>You are permitted to include the question in your response but keep in mind the page limit requirement.</p>
<p>Are we allowed to add Appendix for Organizational Chart and Personnel qualifications/experience in supporting documents?</p>	<p>You should limit your appendices and only include what is required in the RFA criteria. Per the RFA, applicants should provide an organizational chart in their response as part of the organization structure and plan of operation.</p>
<p>If we are able to add Appendix to supporting documents, will they be included as part of the 12 pages maximum?</p>	<p>No, they will not be included as part of the 12 page limitation.</p>
<p>Do we sign and scan supporting documents that need signatures or do we just sign them electronically (digital signature)?</p>	<p>We will accept both a digital signature or an original signature.</p>
<p>Why is Chaves county not included in the providing list of service areas?</p>	<p>Families in Chavez county have a choice of more than one provider. This RFA only includes counties in which there is only one provider available.</p>
<p>Since the Provider Agreement is only being awarded for one fiscal year, will a new RFA have to be submitted every year thereafter.</p>	<p>Next year the Department will decide about how to proceed with how to establish FY23 agreements.</p>
<p>The RFA states there is no point value for supporting documentation. If that supporting documentation provides “thoroughness and clarity” to narrative responses, will that supporting documentation be taken into consideration when awarding points, or will the points be awarded ONLY on the narrative response?</p>	<p>You are correct, there is no point value for supporting documentation. Your narrative will need to contain thoroughness and clarity.</p>
<p>In the RFA under section 4. Family Service Coordination, several of the questions</p>	<p>You may address a double lettered section without using the double letter format as long as it is clear to</p>

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<p>appear to be identified with double letters. Page 5 of the RFA states we are to organize the application as outlined in the RFP. Will you please confirm that when we organize our responses, we are expected to double letter the responses as well? For example, question 4. c) contains a double letter c) & d), so our response to that specific question should be numbered 4. c) & d)?</p>	<p>the reader that you are responding to all of the criteria in each section.</p>
<p>If we submit confidential information in the supporting documentation, are there standardized instructions to label it as such? We are looking for assurance that if an IPRA request is submitted for our RFA, any confidential information is labeled properly so it will not be disseminated.</p>	<p>You may provide a redacted version of any confidential materials along with the original version. In the event we receive an IPRA we would submit the redacted version.</p>
<p>The RFA states the narrative response page count will not include the cover page or Appendix A. Will a table of contents be excluded from this page count as well?</p>	<p>A table of contents is not required, however, if you provide a table of contents it will be excluded from the 12 page limitation.</p>
<p>RFA Question B.2.b): Please clarify if the organizational chart required in this question should be included in the narrative section, and if such will it be counted as a page of the narrative?</p>	<p>Yes, the organizational chart is part of the narrative and will count as part of the 12 page limit.</p>
<p>Is there data on how many children, ages birth to 3 are in Sierra and Socorro counties, if there is data, are we able to access it?</p>	<p>Data on how many children from birth to age three in Sierra and Socorro counties is not available.</p>
<p>How many children in both counties [Sierra and Socorro] are currently receiving services?</p>	<p>Between July 1st 2019 and June 30th 2020 Sierra County had 94 children receiving services and Socorro County had 104 children receiving services.</p>
<p>Will future contracts be for longer periods of time?</p>	<p>Next year the Department will decide about how to proceed with how to establish FY23 agreements.</p>
<p>Are agencies able to pick up counties for service during the one year contract period?</p>	<p>At this time, no, agencies cannot pick up other counties during the contract term, however, if extenuating circumstances arise, the Department will consider this on a case-by-case basis.</p>

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Are there any restrictions on how we reach our families and children?	All awarded providers must comply with FIT regulations and standards.
Who will be our direct contact for these counties? Regional Coordinator and Training and Development Consultant	Your Regional Coordinator will be your direct contact for all FIT regulations, standards, and contractual compliance.
Will the review of applications be done by a panel or individuals?	The review of applications will be conducted by an evaluation committee.
The RFA states that selected providers will receive a provider agreement for the 2022 Fiscal Year. Why is the provider agreement only for one year?	Decisions about procurement methodology are made at the Department level and vary year to year.
Will selected providers be able renew or extend the provider agreement at the end of the 2022 fiscal year and if so, how long may it be extended?	Next year the Department will decide about how to proceed with how to establish FY23 agreements.