

QUESTIONS & ANSWERS

RFP#2024-0023

Local Early Childhood Systems Building Coalition

Questions due: February 12, 2024

Answers due: February 15, 2024

1. On page 25 of the RFP it says, “Response to **Technical Mandatory Specifications is limited to a 10-page limit.**”

However, on page 30, under B technical mandatory specifications it states, “The Offeror shall provide a written response not to exceed the **10-page limitation to each Mandatory Technical Specification listed below**, and the answer must correlate to the specification criteria. Failure to do so can result in a point reduction and/or not meeting. Page 31 of 68 the mandatory technical specification criteria and may be deemed non-responsive and can be rejected on that basis or will result in disqualification of their proposal.”

Can you please clarify the amount of pages for this section of the RFP?

ANSWER: The narrative response for all technical mandatory specifications shall not exceed ten total pages.

(Posted as originally submitted-In Spanish)

2.	¿Es posible presentar la aplicación en español?
3.	En relación con el plan estratégico y la evaluación comunitaria, ¿Podemos presentarlos en español o es necesario proporcionar una traducción?
4.	¿Existe un límite mínimo o máximo de fondos que se pueden solicitar para este grant?
5.	¿Cuál será la duración del grant otorgado?

Translated to English

2. Is it possible to submit the application in Spanish?

Answer: No. All proposals must be submitted in English.

3. In relation to the strategic plan and the community assessment, can we present them in Spanish or do they need to provide a translation?

Answer: All submitted materials must be submitted in English.

4. Is there a minimum or maximum limit on the funds that can be requested for this grant?

Answer: No, there is no minimum. Offerors may be awarded up to \$100,000.00 per county coalition per each year.

5. What will be the duration of the grant awarded?

Answer: This is not a grant; this is a Request for Proposals that will result in a contractual agreement between ECECD and multiple Offerors. Funding under this RFP will be awarded with an end date of two years from date of award, with an option to extend for two additional years. An awarded offeror may choose to have their contract awarded immediately, should time permit, depending on processing deadlines, ending two years from that date of award OR July 1, ending June 30, 2026, with approval from ECECD.

6. Regarding RFP # 2024-0023, Local Early Childhood Systems Building Coalition, our question is:

Is childcare an allowable expense in order to support parents to be able to attend ECE coalition meetings?

ANSWER: Yes, that is an allowable expense.

7. Are there any major differences between this RFP and the previous ECECD LECSB Grant?

ANSWER: The prior grant required grantees to conduct a community needs assessment, develop a strategic plan and performance measurement plan based on that assessment. This RFP does not require a needs assessment nor a performance measurement plan. This RFP requires Offerors to submit a plan explaining how the coalition will develop and implement culturally inclusive family leadership opportunities.

8. B. Background Information

1. What is the dollar amount of the LECSBG?

Answer: At this time, we anticipate disseminating approximately \$1.7 million per year.

2. How many organizations will be awarded funds through LECSBG

Answer: ECECD anticipates funding approximately 15-17 coalitions.

3. Can LECSBG funds be awarded to organizations who do not yet have a coalition established?

Answer: Yes, any established or emerging early childhood coalition (also known as collaboratives, networks, or planning teams) may be awarded.

9. B. 3. Pre-Proposal Conference

1. Was the Pre-Proposal Conference recorded?

Answer: Yes it was.

- a. Is it available for offerors to view?

Answer: It is not. It was recorded for internal agency reference only. All questions answered at the Pre-Proposal were considered “unofficial” and only those submitted in writing are considered official.

10. C. 1. Proposal Content and Organization

1. (F3) Will you define Family Leadership?

Answer: A set of intentional practices, values, and steps that systems, agencies, and organizations adopt to build the structures that allow parents to influence systemic decisions about early childhood services and programs they use or need.

2. (F4) Is a strategic plan required in the proposal?

Answer: No it is not required. The only requirement is to describe how your coalition’s strategic plan aligns with at least two of the goals and objectives in *Floreecer, ECECD’s Strategic Plan*, that are outlined in the technical specifications. If your strategic plan does not currently align with at least one of these priorities, explain how you will update the plan to ensure alignment.

- a. What documentation is acceptable in lieu of a strategic plan for organizations that are in the planning stage of creating a coalition?

Answer: A description of how you will ensure alignment with at list two to three goals and objectives in *Floreecer* that are outlined in the technical specifications.

11. A. (Activities)

1. (2) Will you define “family driven”?

Answer: Changes in policy, program, and systems reflect the needs and desires of the families in the community.

12. B. Technical Mandatory Specifications

1. (6 Desirable Specifications) This is a scored section (V. B Evaluation Factors B.6). If not from a preferred county, how should this section be addressed?

Answer: If not from a preferred county, respond with “not applicable”.

13. One of my coalitions noticed the wording of "\$100K per county" in the RFP Amendment. Does that mean that the money would be split between grantees or is it intended to be \$100K per coalition? I have three coalitions currently awarded the grant in Bernalillo County, so that is significant for them if it is split.

ANSWER: It is intended to be no more than \$100,000.00 per coalition.

14. On page 2 of the RFP Amendment #1 document, it states that Offerors may be awarded up to \$100,000 per county coalition each year. If a coalition was the only coalition in the county served last grant cycle and new multiple agencies are applying from coalition funding this year and serve the same county, will that impact the current coalition applying for the \$100,000? Is it \$100,000 per county that will be awarded or can multiple coalitions from the same county apply for their determined funding?

ANSWER: The \$100,000.00 limit is per offeror per county. There may be multiple coalitions funded at up to \$100,000.00 in one county.

15. On page 6 of the RFP, section C under Eligibility, it states that any established or emerging early childhood coalition (also known as collaboratives, networks, or planning teams)..... Does this mean that in order for a new collaboration to apply and be eligible they must already be an "acting" collaborative coalition who is meeting regularly and has letters of support from additional participants to show that it is an established coalition and not a singular organization applying for funding?

ANSWER: No, Offerors do not need to be an "acting" collaborative coalition who is meeting regularly and has letters of support from additional participants to show that it is an established coalition and not a singular organization applying for funding.

16. On Appendix D (Cost Proposal):

- Personnel - Does this include only "direct" services to Coalition? Can this include billing personnel, or should this be considered part of the administrative overhead?
- Administrative overhead limited to 10%. Is this accurate? Previous contract started at 10% and then reduced to 5%.

ANSWER: Personnel costs include staff who directly further the work outline in the scope of work. Billing personnel shall be included in administrative overhead. Administrative overhead is capped at 10%.

17. On Appendix D.1: Proposal Summary Sheet, is this a written summary of our cost proposal? How does the scoring work for this?

ANSWER: The Proposal Summary Sheet is a form you must fill out. Scoring is based on whether you accurately answered all the questions.

18. Amendment #1 states "Offerors may be awarded up to \$100,000 per county coalition per year."

- If more than one proposal in the same county is accepted, would those organizations split the \$100,000 award?

ANSWER: No. There is a possibility that each offeror may be awarded up to \$100,000.00.

- May a coalition propose to serve more than one county?

ANSWER: YES, up to \$100,000.00 will be awarded PER county coalition.

- Would that coalition be eligible for the full \$100,000 award?

ANSWER: An Offeror can propose to establish coalitions in more than one county.