



**Request for Proposals (RFP 19-02) for
Family and Community Support and
Partnerships-Expansion (FCSP-E)**

Addendum No. 2 Q & A to RFP 19-02

General Questions		
#	Question	Answer
1.	Why does the First 5 San Bernardino website appear an unsecured site?	Security setting depends on individual computer.
2.	Will First 5 San Bernardino offer any other RFP without the requirement for Nurturing Parenting Program (NPP)?	Not at this time.
3.	Is FCSP-E RFP only open to NPP programs?	No, Proposer must have demonstrated success in coordinating and implementing the Nurturing Parenting Program (NPP) or must have demonstrated success in coordinating and implementing "like" programs. Proposer must also have a minimum of 2 year-history of demonstrated capacity providing Nurturing Parenting Program services or have 3 or more years' demonstrated capacity providing "like" programs.
4.	Can an agency still apply if the agency has not demonstrated success in coordinating and implementing the NPP?	yes
5.	What can an agency do if the agency does not have 2 or more years' experience implementing NPP?	Proposer may demonstrate success in coordinating and implementing "like" programs. Proposer may demonstrate 3 or more years' capacity providing "like" programs.
6.	Would it be possible to attend the mandatory proposal conference by phone?	no
7.	Is there a trusted website to FCSP-E RFP?	http://first5sanbernardino.org https://ienonprofits.com
8.	Where was the RFP for FCSP-E announcement posted?	http://first5sanbernardino.org https://ienonprofits.com
9.	Will First 5 San Bernardino publish the list of agencies in attendance to the Mandatory Bidder's Conference?	no



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10.	Is there a template/format for the logic model/timeline registered in the RFP?	no. There is no specific template for the logic model and timeline, please refer to Attachment C-Proposal Narrative Application Template.
11.	What is the definition of “Sustainable” as part of the “Expansion”?	RFP 19-02 FCSP-E Definitions <u>Sustainable</u> : Agencies demonstrate capability of being sustained through collective amount of resources and funding for the cooperative expansion to grow FCSP.
12.	Would a Federally Qualified Health Center (FQHC) be an eligible applicant for First 5 San Bernardino RFP for the FCSP-E?	All interested and qualified Proposers are invited to submit a proposal for consideration. Submission of a proposal indicates that the Proposer has read and understands this entire RFP, to include all attachments, exhibits (as applicable), and addendum and agrees that all requirements of this RFP have been satisfied.
13.	Will collaborative efforts and sub-contractors be looked at as favorable for expansion?	Proposals will be evaluated individually based on many factors that contribute to expansion efforts and result in sustainable system efforts.
14.	When will questions be answered on the website?	Depends on the number of questions submitted. Answers to questions will be posted in the timeliest manner possible.
15.	In Exhibit A - Program Funding Requirements and Expectations # 2: Must have demonstrated success in coordinating and implementing the NPP. How will agencies demonstrate success?	Proposers demonstrate success by citing successful past performance. Successful past performance yielding client outcomes.
16.	Per Exhibit A - Program Funding Requirements and Expectations # 3: Must have 2 or more years experience implementing NPP. How will agencies demonstrate 2 years of experience?	Proposers should declare the length of experience implementing NPP. First 5 San Bernardino will verify as the procurement process progresses.
17.	On page 7 of the RFP under “C. Best Evaluation Process” -Qualifications of key staff -Relevant program/service experience How heavily will these play into scoring?	Proposals are scored by assessing multiple components including qualifications of key staff and relevant program/service experience.
18.	Is there a minimum number of families/children to be served per applicant?	No. However, program budget should adequately reflect number of families served.



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19.	Is there a preference for agencies that do not engage subcontractors?	no
20.	Can subcontractors be faith- based partners?	Yes. Faith-based partners can be included in the proposal submission.
21.	Is there a faith- based NPP curriculum that will meet First 5 requirements?	Please reference the Nurturing Parenting Program website at www.nurturingparenting.com
22.	Are there word count limitations and page limitations?	no



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Program Questions		
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23.	Can you shed some more light on the training for Child abuse reporting? Who needs to take it? Where do we take it? What if you already are trained do we need to show a certificate of completion?	It is the responsibility of the agency to determine how to demonstrate that employees are properly trained on Penal Code sections 11164 et seq and comply with applicable provisions of the Penal Code. There is no specific mode of training required by First 5 San Bernardino. An employee who has already received this training can demonstrate this through a certificate of completion or other appropriate means.
24.	Who are the current FCSP contractors?	Please refer to http://first5sanbernardino.org for a list of <u>current providers</u> .
25.	Will the PowerPoint from the proposer's conference be made available?	no
26.	What is the exact date the written answers of the questions will be posted?	Please refer to question #14.
27.	How much flexibility is there in how the "16 doses" of the NPP curriculum are delivered?	Contractor must be able to coordinate and implement the NPP curriculum consistent with the fidelity of the NPP model offering no less than 16 lessons of NPP covering all five constructs.
28.	If you have a client who is unable to complete 16 lessons of NPP and you are unable to obtain an AAPI-2.1 Form B despite your best efforts what happens?	If participant is unable to complete 16 lessons of NPP, Contractor must develop procedures to actively obtain AAPI-2.1 Form B from the participant to capture outcome-based standards. The developed procedures should not include the practice of completing more than one AAPI-2.1 Form B.
29.	Per Exhibit A - Program Funding Requirements and Expectations # 6: Must be able to coordinate and implement the NPP curriculum consistent with the fidelity of the NPP model offering no less than 16 weeks of NPP sessions. The fidelity of the NPP model is stated to be 16 lessons or 16 weeks?	Contractor must be able to coordinate and implement the NPP curriculum consistent with the fidelity of the NPP model offering no less than 16 lessons of NPP covering all five constructs. First 5 San Bernardino prefers that pre and post assessments are only completed once per client.



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Program Questions		
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30.	Is the only criteria for current Program Participants to Strengthening Families San Bernardino are the following: must live in the four cities we serve and have at least one child 0-5?	Requirement for current contractors are outlined in their current contracts including attachments.
31.	If they have a CFS open child welfare situation, are they still eligible to participate?	Programs must target services to families most at risk of abuse and neglect and/or specific age groups (e.g. teen parents), cultures and needs. An open case with CFS does not disqualify a family from participating in FCSP.
32.	On PRIORITY CONSIDERATION #2 Nurturing Father's Program is a 13-week curriculum (best practice). How will this be interpreted in the 16 lessons fidelity view?	Curricula providing less than 16 lessons should be supplemented with additional lessons to meet the 16 lesson criteria.
33.	Nurturing Prenatal is a 9-week best practice curriculum; will there be an exception?	Please see answer to question # 32.
34.	Is there criteria First 5 will establish such as, after 3 missed classes a client is to be dropped or will agencies establish these protocols on an individual case by case basis?	No. This is a programmatic decision to be made by the contractor.
35.	Will history of Nurturing Parenting weigh heavier in scoring than the alternative 3 years in "like" services?	Please see answer to question #13.
Fiscal Questions		
#	Question	Answer
36.	Would we need to request the advance as a part of the proposal?	No. The advance process is part of the contract process.
37.	Can we use the same Auditor we use for the organization to audit this proposal/outcome?	yes
38.	Are incentives for promoting attendance and participation in the NPP classes allowed in the budget? If so, what kinds of items are allowed? (i.e developmental and educational toys, child clothing, etc.)	As defined in the definitions Participate Support - Budget line item category for items purchased to remove barriers or to provide motivation to participants upon completion of the program. Items



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		purchased should be relative to the program objectives. Gift cards are not an allowable expense.
Evaluation Questions		
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39.	What specifically are the changes to NPP and FDM data expectations?	Please refer to Exhibit A (Page 7) of the Program Funding Requirements and Expectations.
40.	What is an example of the STEN Score requirements for successful completion?	Please refer to Exhibit A (Page 7) of the Program Funding Requirements and Expectations. Example: If client starts at a STEN score of 7, then they need to end at 8.5 or above to meet this element of success.
41.	Will agencies be able to implement the process assessment to measure additional information about our programs and the clients served per the fidelity of the program?	Agencies are welcome to evaluate above and beyond program requirements.
42.	If participants are able to show improvement by evidence of the STEN score, or movement out of high risk, under the "16 lesson" requirement can they still count towards the agencies outcomes?	At a minimum, the participant must receive a minimum of 16 lessons to meet this element of success regardless of risk movement.
43.	Will there be a template provided by First 5 on metric reporting?	No, however agency must attend F5SB Quarterly Report Meeting and present on the following: <ul style="list-style-type: none"> ➤ Capacity to capture, track and analyze information (type of referral, referred to whom, referred by whom, connections made, satisfaction, effectiveness and value of treatment). ➤ Report performance outcomes to ensure continued quality improvement. ➤ Report success/concerns regarding FCSP-E and agency operation.
44.	It appears that First 5 is expecting each agency to manage its own database and reports. What will First 5 role be in data collection, management and analysis?	The expectation is each agency will take ownership of data acquisition and reporting per the agencies internal process. First 5 will analyze the data entered into required databases to ensure outcomes are being met per the RFP requirements.