



REQUEST FOR PROPOSAL (RFP) ADDENDUM

5/26/2023

Addendum No.: 2

Request for Proposal #: 2023-01

Project Title: Afterschool RFP

Date of Addendum: 5/26/2023

RFP Due date (Original): June 16, 2023 at 3:00 PM ET

This Addendum No. 2 contains the following:

Bidders conference 6pm

- Question:** Does the in-home case management have to be judicial?
Answer: No, it does not.
- Question:** Do programs have to start on August 1st or is it possible to start in October?
Answer: Funded programs should follow the Alachua County School District calendar to determine start and end dates.
- Question:** Can an organization offer programming on weekends when school is out for homecoming and other times that school is out?
Answer: If your program design includes weekend programming, that is acceptable, however, it is not mandatory. Details can be discussed during contract negotiations included in your deliverables. The additional days should not impact the days required by the Alachua County School District calendar.
- Question:** Is the cone of silence for all inquiries or only those relating to the afterschool RFP?
Answer: Just the Afterschool RFP
- Question:** What if we lease a facility for our program?
Answer: You can lease a space. That would be considered an agreement as long as there is some sort of rental lease or lease that can be provided.

6. **Question:** Should a non-traditional afterschool program that provides programming to various organizations apply for the RFP? Or should they work through organizations that have traditional after school programs.

Answer: That type of programming sounds like more of what we consider an Enrichment provider. We don't currently have an RFP for Enrichment Providers.

Bidders conference 10am

7. **Question:** What does a cone of silence mean?

Answer: Time period when you can't ask specific questions to the staff or the board about the RFP. It starts at the release of a funding opportunity and goes all the way through board approval.

8. **Question:** It says the total to spend is \$1,000,000, but how much does each bid normally request for their program?

Answer: This is a competitive bidding process. We currently fund 6 afterschool programs with this dollar amount.

9. **Question:** Is the requirement poverty level and 504/IEP?

Answer: When using the 504/IEP to determine eligibility, the family must also meet the income eligibility.

10. **Question:** Has there been any discussion about auto renewal?

Answer: The board will make that determination at a later date.

11. **Question:** Are the income requirements voided if they are in foster care?

Answer: When using foster care to determine eligibility, the income requirement is not required.

12. **Question:** Is expansion required to apply? If so, how are you defining expansion?

Answer: Expansion is defined as an increase in the number of students enrolled in your program. Successful applicants will need to show how CTAC funds will help them expand their program or create a new program where access to afterschool programming does not exist. Currently funded afterschool providers should not propose more funding to serve less children.

13. **Question: (For currently funded afterschool programs only)** It feels as though we may be unable to be awarded points unless we are expanding. How will programs like ours be evaluated if we don't think we can expand given this reduced funding allocation?

Answer: The review team will be trained and have all the additional information as it relates to who we are currently funding, it would be appropriate to answer the question "CTAC currently funds us at this amount we are not asking for an increase, or we already qualify for expansion based on these things."

14. **Question:** Does Waldo count as a site for bonus points?

Answer: Yes, organizations whose proposals include sites that are in municipalities outside the Gainesville area and rural unincorporated communities are eligible for bonus points.

15. **Question:** What possible bonus points options will there be?

Answer: Organizations whose proposals include sites that are in municipalities outside the Gainesville area and rural unincorporated communities and organizations whose proposals offer afterschool 5 days a week.

16. **Question:** Is it mandatory to enroll students from all grades K-8? Or are we allowed to focus on either elementary or middle school students?

Answer: When you apply for this RFP, you tell us what grade levels you plan to serve in your afterschool program.

17. **Question:** Do we need one proposal for elementary and one for middle if we serve K-8?

Answer: Only one application is required, however, if you propose more than one site, you must complete a site profile (Form 4) for each site.

18. **Question:** For social emotional skills - does CTAC have an assessment for this that they have in mind, or do you anticipate sites would create their own?

Answer: Yes, the Trust has the following assessments in mind:

- Adult Rating of Youth Behavior (ARYB)
- Youth Report of Social Emotional Skills (YRSS)
- Strengths and Difficulties Questionnaire (SDQ)

Each assessment has been studied for psychometric properties on the measurement tool's validity and reliability. These tools have been developed for or utilized in afterschool environments. These assessments are free to use. Each assessment is approximately one page in length and contains 25 items. The Trust has in mind to allow awarded programs to choose from these selected assessments.

19. **Question:** Will there be language provided by CTAC to guardians that outlines the data requirement, data safety, and intended uses of their child's data?

Answer: Yes, per our Data Collection and Management Policy, we provide a brief consent statement on the enrollment form for parents to sign and acknowledge. Staff will be provided with evaluation and data training as well on how to speak to this in more detail as they will be the ones having direct contact with families. The full policy is available on our [website](#).

20. **Question:** Is this version of the budget form that you are demonstrating at the conference available on the website?

Answer: Yes. All the forms are available on the RFP bid page for you to download and save to your device.

21. **Question:** Is there is a word- or page limit on some of the sections like the narrative?

Answer: No

22. **Question:** Do all addendums need to be signed as well as the page you indicated?

Answer: Yes

23. **Question:** If I don't have an independent audit what can I submit?

Answer: You may submit the following items if an independent audit is not available

- 990 Returns
- Division of Corporations Annual Report Filings & Department of Agriculture Solicitations of Contributions Filings
- Most recent Financial Statements (Income Statement & Balance Sheet) provided to your Board of Directors along with the corresponding minutes.

This addendum will become part of the Request for Proposal and acknowledgement of its receipt should be submitted with the Request for Proposal Response. A signature on this addendum does not substitute for a signature on the original Request for Proposal document. The original Request for Proposal document must be signed.

RESPONDER NAME: _____

SIGNATURE: _____

TITLE: _____

DATE: _____