

Child Welfare Community Alignment and Intensive Permanency Services RFP

Vendor Conference

July 23, 2020

10:00 a.m.

County Attendees: Chris Sander, Jason Witt, Audra Martine

Vendor Attendees: Tammy Matranga (CAI); Eliza Severson (Alia); Cathy Utz (CAI); Ashleigh Brunsink (CAI); Chelsea Heath (Alia); Mark Fahnestock (CAI)

Questions/Answers

1. Is there a digital delivery option? Must it be postmarked or received by 8/6 at 3pm? Please confirm address: La Crosse County Human Services - Contract Unit Attn: Chris Sander 300 4th Street North PO Box 4002 La Crosse, Wisconsin 54602-4002

Answer – all proposals that are mailed/shipped must be received in the HHS building by 3 pm on August 6th. The address above is correct. Chris did check with County Purchasing and it is acceptable to email the proposals to Chris by that time/date. Chris' email is csander@lacrossecounty.org.

2. Are there any reasons that an attempted delivery to the address might be delayed because of COVID, etc. that we should be aware of? Are you still receiving daily mail at the office?

Answer - We still receive daily mail, but there are delays in shipping services due to COVID. Since the electronic option is available, we would prefer that. If you need to ship, our mail staff said they have seen the best results from FedEx Express.

3. The scope on pg. 4 of the RFP says “community alignment and implementation of intensive permanency services;” however, in the “organizational capacities” section, there is reference to workforce wellbeing, too. Is the proposal asking for the organizational capacity in workforce wellbeing—as in past experience, present ability to deliver this service, or is it expected that this proposal will contain workforce wellbeing services as part of the total \$400,000?

Answer – It is not expected that workplace wellness be a separate and particular service that is part of the proposed service package (\$400,000). Strengths in or past consultation work related to workplace wellness is being inquired about as an organizational capacity as we believe that we cannot be successful in our child welfare work if our employees are not emotionally healthy. We would want to approach implementation of any new modality or change work with this underlying premise, and would want the organization we work with to have this shared understanding. Past consultation work related to workplace wellness or any strengths the organization has in this area would be scored positively.

4. Regarding Section 2.2 of the RFP, is it possible to list any portion of the proposal as “confidential and proprietary”?

“Public View of Proposals

To the extent permitted by law, it is the intention of La Crosse County to withhold the contents of the proposal from public view until such times as competitive or bargaining reasons no longer require non-disclosure, in the opinion of La Crosse County. At that time, all proposals will be available for review in accordance with the Wisconsin Public Records Law.”

Answer - *You are able to mark portions proprietary, but La Crosse County Corporation Counsel does make the final determination.*

5. Clarifying, the \$400,000 budget is for 2-3 years in total, not annually, and we can propose any allocation of that total by year, correct?

Answer – *This is correct. The \$400,000 is the total for 2-3 years and you can propose any allocation of that total by year.*

6. Is there a page limit?

Answer - *There is no page limit.*

7. In Section 3.5 Evaluation criteria, the RFP asks about “descriptive materials that have been created apart from response to this RFP to describe your modality.” Should we attach those materials, describe what’s available, or how will points be awarded for that question?

Answer – *Please briefly describe those materials and attach directly or link to them.*

8. From review of the contract template - Is it possible to change is the number of days to submit an invoice? They list 5 days but if we could get 10 days that would be helpful.

Answer – *Yes, 10 days would be acceptable.*

9. Specific question on the contract template Section XV.C. where it says “Provider will participate in outcome measurements, as required by each service category. These outcomes will be reported on a quarterly basis in a format specified by Purchaser. If Provider fails to measure and report on outcomes, sanctions in Section XI. Withholding will apply.”

Are there outcomes measurements required that will need to be reported on quarterly?

Answer - *This is general contract template language and this service will not be required to submit outcomes during our standard quarterly process. There will, however, be regular communication expected on progress/outcomes, etc.*

10. The appendices (1, 3, 5, 6, 7, 8) were not included in the contract template. Can we get copies?

Answer – I will attach Appendices 1, 5, 6 and 8 to the contract template, as those are the appendices that would be attached. Appendices 3 and 7 do not apply to this service. I do want to point out that you are also able to include a standard contract template that you use for your services with others. Our standard template is geared around client services.

11. What are the Audit Requirements (appendix 3)?

Answer - There are no audit requirements for this service. Appendix 3 will not be attached to your contract.

12. Specific question related to Section XXII.C. of the contract where it states: “Annual rate adjustments for multi-year contracts will be made automatically following the July Consumer Price Index for Urban Regions (CPI-U).” Should we include a rate adjustment in the cost each year?

Answer – no, this is standard contract language and doesn’t apply to this service. You should set one rate for the entire 3-year period.

13. RFP Section 1.2 Service Description – Community Alignment. What is the definition of “community partner”?

Answer - A “community partner” would be an agency or stakeholder who regularly interacts with child welfare workers and shares a role in keeping children safe, some of whom have decision making authority in the broader child welfare “system”. This would include schools, law enforcement, courts, county corporation counsel and could also include service providers, foster parents and others.

14. RFP Section 1.2 Service Description – Community Alignment. How many community partners are you seeking to engage in the community alignment work?

Answer – This will partially depend on the approach and plan agreed to with the consulting agency as well as the number of community partners who choose to attend or participate in educational or engagement meetings. We would presume at minimum engagement with key partners that would include schools, courts, law enforcement and county corporation counsel. Presumably, some partners would be more broadly exposed to the change work through educational presentations where others would be more active in conversations and alignment planning.

15. RFP Section 1.2 Service Description – Intensive Permanency Services. Please clarify if you are seeking an overarching philosophy training for staff regarding the IPS model or if you are requesting to have staff trained directly in the IPS model?

Answer – We are seeking to implement the IPS model. The applicant’s proposal should include the services they believe are necessary for that to be accomplished. Presumably, staff who would be delivering the model as part of the day to day work would require in-depth knowledge that would go deeper than overarching philosophy and that others

may benefit from more of a broad understanding. We would, however, be looking to the expertise of the applicant in terms of what is recommended for IPS implementation.

16. RFP Section 1.2 Service Description – Intensive Permanency Services. How many individuals are you seeking to train in the IPS model?

Answer – Similar to the answer to question #15, we would be looking to the expertise of the applicant in terms of what is recommended for effective IPS implementation.

17. RFP Section 1.2 Service Description – Intensive Permanency Services. Regarding the selection of IPS worker/s, are you planning to hire these positions as county staff or will these be contracted positions?

Answer - County staff. The possibility exists to hire new workers for this role or reassign existing workers.