

RFI #722 Information Session Questions and Answers

1/7/2021

1. Q: We know that the contracts are typically \$20,000 - \$40,000, does that mean we should not ask for \$99,999?

A: Our budget for subcontractor services is \$400,000 and with the four (4) priority areas that we focus on, normally, contract will be awarded at the \$20,000 - \$40,000 level and not at the \$99,999 level. Contracts may increase depending on additional discretionary funding.

2. Q: When will the Excel Budget template be made available on the EHSD.org website?

A: Staff will work with Contracts Unit to ensure that the Request For Information (RFI) 722 and the Excel Budget form is available as soon as possible and will share the link with the group.

3. Q: In the RFI it states to email the completed packet but given the information we just received on the EHSD Bid Submission Process now only via Electronic Submission, will we receive this new information?

A: Yes, that information is hot off the presses today and not completed timely to include in the RFI but will be shared with the group and uploaded. We will do our very best to get this last minute new information to everyone and posted.

4. Q: Will there be editable templates for the Sample Goals and Objective sheet or should we copy and paste.

A: Please copy and paste but we will upload the editable form on the website too.

5. Q: Do we need to notarize the Conflict of Interest Form?

A: No, this is not a requirement of the Community Services Bureau to have this form notarized. A signature is good enough as it does not state anywhere on the form that the Conflict of Interest form needs to be notarized.

6. Q: Can you talk a little about how the funding this year compares to last year? How often do you fund new organizations compared to existing?

A: We have the same funding amount this year-\$400,000 dollars that we are going to divvy up among the successful awardees. The process that the Economic Opportunity Council uses to select the awardees does in no way preclude awarding new agencies. Each year we have had new agencies awarded. Make sure you pay attention to aligning what the agency says they are going to do in the budget to what your outcomes and indicators are. Make sure you tell your story.

7. Q: Is there a certain amount of money that is given to each of the four (4) priority areas?

A: No, there is not but we strive to make sure that funding is spread across the entire county.

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8. Q: What applicant information are you looking for in Section I?

A: Who you are, project name, and the areas in the county you are providing services. Basic information.

9. Q: Are electronic signatures okay?

A: In regards to the Request For Information (RFI) we still need a signature but you can sign it, scan it and send it with the submission. It can be an electronic signature.

10. Q: In Section III C. do we only use Attachment B to answer this or should we include additional narrative to address the National Performance Indicators (NPI)?

A: You can use the questions and additional information to help answer how you meet them. We want to hear what you are actually going to do and what measurable outcomes you hope to achieve if you are funded.