



## Questions and Answers

### Request for Proposal #ELCMDM2025-02 Developmental Services

Please be advised all questions are keyed as submitted.

1. Can you provide data for the average number of children identified annually in need of screening follow-up that reside in Monroe County?

**Answer: In the year 2022-2023 a total of 70 children scored in the concern or monitor range and required follow-up. In the year 2023-2024, a total of 82 children scored in the concern or monitor range and required follow-up. The average is 76 of follow-up children per program year.**

2. Will the contractor be expected or required to maintain a physical office in Monroe County?

**Answer: Contractor is required to offer on-site observation and consultation county but they are not required or expected to maintain a physical office.**

3. Will the ELCMDM make space available for contractors to use in Monroe County if needed for service coordination, meetings, and provision of support and services?

**Answer: ELCMDM has three office locations in the lower, middle, and upper keys. Access to these offices will need to be coordinated with the Managing Director.**

4. The RFP states a minimum of 2,000 children from S/R plus 50 additional from other funding sources, is there a maximum given there is a fixed amount of funding allocated?

**Answer: There is no maximum set, as all children identified for follow-up must receive individualized follow-up. There is also variation in the type of support offered. For example in the 2023-2024 program year, a total of 5,609 children were flagged for follow-up, and while all were required to receive an initial call, just under 10% (n=483) were recommended for a Child Support Plan.**

5. Exhibit 3 Evaluation Committee Criteria form, Work Plan, item 5 references the Positive Behavior Management plan that "begins with increasing staff capacity at a minimum of 10 early care and education programs" but there is no reference to this in the SOW. Is this item related to/interchangeable with the quarterly PBS webinars required?



**Answer: Item 5 from the Evaluation Criteria Work Plan relates to the PBS webinars. The contractor is responsible for ensuring that attendance at PBS Webinars represents at least 10 early care and education programs annually. The response should include a plan for engaging, enrolling, and tracking the participation of at least 10 early care and education programs.**

6. Pertaining to Major Program Goals, specifically Item 5.a.ii., regarding the required 5 attempts to contact the families on five separate days. Do all five (5) outreach attempts to share screening results need to occur within 15 days?

**Answer: No. The initial call has to happen within 15 days but subsequent calls can occur during or after the 15 day timeframe.**

7. Please clarify the percentage of the award that will be allocated as federal funding?

**Answer: 100% federal funding.**

8. If a contractor has a federally approved indirect cost rate, is that rate allowable or is the de minimis rate of 15% the max allowable?

**Answer: The Early Learning Coalition only receives 5% from DEL. The 15% is only if they are a state school or university.**