

County of Santa Cruz, Human Services Department
Request for Proposals #2018HSD03
CORE Phase II Consultant RFP Addendum and Q&A

Addendum

Posted November 15, 2017

Revision to information on p. 7 and P.8

The CORE Consultant RFP was corrected to address an error to the table on p. 7 and the submission date on p. 8.

The online version does not include the entire table and the revised complete table is below:

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<i>Evaluation Criteria</i>	Points
<p>Qualifications:</p> <p>Applicant qualifications demonstrate experience with facilitating collective impact initiatives, understanding and knowledge of the local community and a history of producing quality, timely deliverables and desired outcomes.</p>	20
<p>Project Narrative includes:</p> <p><i>Desired Result 1:</i> strategies proposed demonstrate understanding of collective impact and a clear description of how to measure the result.</p> <p><i>Desired Result 2:</i> strategies proposed demonstrate an understanding of a how to create a vision, mission statement and goals with key stakeholders.</p> <p><i>Desired Result 3:</i> strategies proposed will result in a realistic sustainability plan that addresses critical components of sustainability as outlined in the result.</p> <p><i>Desired Result 4:</i> strategies demonstrate knowledge of local strategic plans and provide appropriate methods to achieve standardized results across plans and identify ways to integrate results across strategic plans.</p> <p><i>Desired Result 5:</i> strategies proposed will increase stakeholder capacity in the areas of evidence based practices, tracking and measuring program outcomes and demonstrate the applicant’s understanding of these topic areas and the diverse landscape of services available in the community.</p>	50
<p>Work plan:</p> <p>Work plan should include clear deliverables, activities and realistic timeline</p>	10
<p>Budget:</p> <p>Clearly describes costs associated to achieve the 5 desired results</p>	20
<p>Total</p>	100

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The online version misstates the day of the week that the proposals are due and the completed corrected submission date is below.

- Monday, November 20, 2017 at 5:00 p.m. P.S.T.

Q&A Process

Description

- Questions and answers regarding the CORE Phase II Consultant RFP will be added to this document weekly, starting Wednesday, November 1.
- All questions and answers will remain on the document, with the most recent appearing at the top of the list.
- Final day to submit questions is Monday, November 13, 2017.
- Final posting of questions and answers is Wednesday, November 15, 2017.

Questions and Answers

Wednesday, November 15, 2017

- The RFP notes that “the consultant will be guided by a preliminary advisory group composed of key stakeholders including strategic plan representatives, service providers, and funders.” Can you provide details about the group’s approximate size?

8-10 people

- Who will determine the group’s composition?

The composition of the preliminary Advisory Group was determined during a meeting with Funders and Strategic Plan Representatives. There is flexibility for the consultant to suggest alternative representatives as part of the development of a formalized structure.

- Are any individuals/agencies already known or expected to be part of the advisory group?

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Yes, there will be representation from Funders, service providers and Strategic Plan Representatives.

- Will the group function in an advisory capacity (as its name suggests), or will consensus decision-making be required? (See below.)

This will in part be determined by the group itself. The preliminary Advisory Body will make decisions on the first steps towards creating a formal structure for CORE Investments, which would include defining decision-making authority.

- Who will have decision-making authority about the overall project design/process and decisions to be made within the project (e.g., roles and responsibilities, adoption of an EBP certification process, etc.)

It is likely that through the development of a formal structure, the creation of a decision-making body will be identified that will have the authority to make decisions on the progress of CORE Investments.

- Will the Human Services Department be presenting reports and recommended actions for the Board of Supervisors to adopt during and/or at the conclusion of this project?

Yes, HSD will be presenting progress reports to the Board. This may be true for other funders as needed.

- The RFP mentions (in Desired Result #3) that one product could be a recommended process for including new strategic plans within CORE Investments. Aside from the County's pending strategic plan, are any other plans currently being considered, and if so, which ones?

There are potentially relevant strategic plans that could be included in CORE, but there hasn't been an identified process to vet or include them.