



Amendment One
Questions and Answers
RFP No.2019KNFS001

1. Page 15 of the RFP indicates that proposers' prices will be scored in accordance with the Formula for Evaluating Price (Attachment O), whereas page 7 indicates that each proposer will receive 35 points for including a price in their proposal. Are we safe in assuming that the formula included in Attachment O is the correct criteria for assessing proposers' prices?

"The committee will not evaluate price. Each Proposer will receive 35 points if a price is included in their Proposal." was inadvertently included in this section. Please refer to Amendment No. 2.

2. Are there page limits or font and spacing restrictions for proposals submitted in response to the RFP?

No.

3. Has MDCPS determined a ceiling funding amount for this work?

The amount will be determined following receipt of responsive and responsible proposals and successful negotiations.

4. Page 11, 4.1.5. Is the sentence complete as it stands, or should there be a continuation of the sentence after the word "and," in terms of the plan?

The sentence is complete as it stands. There is no continuation of the sentence after the word "and."

5. Page 11. For the non-identifiable copies, should sections 4.1 (1), (2), (3), and (4) be included in an unidentifiable manner, or should these sections be omitted entirely?

Identifiable original and copies of proposal should include all items listed in 4.1. Non-identifiable copies should include all items with identifying information redacted where applicable.

6. Should all forms listed in Section 4.2 on pages 11 and 12, Proposal Submission Requirements, be included in the non-identifiable copies? If so, how should the proposer complete the Cover Sheet (i.e., what fields are considered non-identifiable)?

Yes. Information identifying the proposer should be redacted on the Proposal Cover Sheet.

7. In terms of the three copies of the proposal with no identifiable information, are we to remove the information in section 4.1 page 11, Question 1?



8. Does this proposal require any letters of support?

No.

9. Does this proposal require a match for funds?

No.

10. Is there a cap on administrative funds or salaries?

No. Proposer should include an itemized breakdown of the budget categories and explain how each line item was calculated

11. Who do we talk with about data requests? Is there data or information that discuss relatives as parents or children in kinship care?

Per page 9 of the RFP, the study should address the supports and guidance needed for relative caregivers whom do not have active cases with the Mississippi Department of Child Protection Services. Limited data for contextual purposes can be provided upon request. Data requests should be submitted through a public records request to lea.brandon@mdcps.ms.gov

12. Is there only a quantitative need? What about qualitative exploration? Can this be done also? Mixed methods?

Mixed methods are acceptable and preferred since we actually want information on lived experiences.

13. If we are working with other entities, is a Memorandum of Assurance or Understanding needed?

Although recommended, a Memorandum of Assurance or Understanding is not required.

14. #7 page 14, what exactly should the proposer produce to show this?

A financial statement would satisfy this requirement.

15. What will MDCPS role be in terms of connecting with the study population?

MDCPS will not take on an active role in terms of connecting the contracted provider with a study population.

16. Will MDCPS allow the proposer to put up things on web?

Although MDCPS cannot control contents on your website, MDCPS cautions representing MDCPS in any postings or advertisements.



17.1.2, pg. 5: For the three copies of the proposal that do not have identifiable information, should bidders completely remove any forms and financial statements from the proposal?

Information identifying the proposer should be redacted on any forms and financial statements.

18. 2.2, pg. 10: The RFP states “If a program is determined to be feasible and the Mississippi Department of Child Protection Services notifies contractor(s) to begin implementation, the contractor(s) should be prepared to fully implement a Kinship Navigator program for the state of Mississippi by September 30, 2019.” Does MDCPS intend for the same vendor that performs the feasibility study to also run the Kinship Navigator Program?

Yes. MDCPS do intend for the same vendor performing the feasibility study to also implement the Kinship Navigator Program.

19. 2.2, pg. 10: Given that the contract term for the feasibility study is five months (ending 9/30/19 per the Procurement Schedule on pg. 6), it may not be realistic (based on our experience) that the feasibility study will be completed and the Kinship Navigator Program fully implemented by 9/30/19. Would MDCPS consider allotting more time for the implementation of the program?

Yes, MDCPS will consider allowing more time for implementation. Please refer to for more information: <https://www.acf.hhs.gov/cb/resource/pi1805>

20. 2.3, pg. 10: The RFP states the contract term is for five months with up to four one-year renewal options through June 30, 2023 under the same “prices, terms, and conditions as the original contract”.

a. Since the type of contract per RFP Section 1.9, pg. is a firm fixed price agreement for the five month feasibility study, how will the price for the renewal options be determined?

Price will be determined after receipt of grant award.

b. What is the intended scope for the renewal options?

Scope of Services will be determined following outcome of feasibility study.

21. 4.2, pg. 11: The second bullet refers to the “required order.” In organizing the proposals, are bidders to follow the order of Section 4.2 or is there another preferred order?

Proposals should follow order in Section 4.2.

22. 4.2, pg. 12: Can the identifiable and non-identifiable packages be shipped in separately sealed packages within the same box?

Yes.



23. Who at MDCPS will the contractor report to in conducting the Needs Assessment and Feasibility Study?

[Bonlitha Windham \(bonlitha.windham@mdcps.ms.gov\)](mailto:bonlitha.windham@mdcps.ms.gov)

24. Has MDCPS staff already been designated at the state and/or regional levels to participate in the feasibility study and/or development of a Kinship Navigator program?

The Mississippi Department of Child Protection Services is seeking proposals from qualified entities with child welfare experience to provide analysis regarding the need and feasibility for a Kinship Navigator program with a centralized point of access in Mississippi.

If so, who?

N/A

25. Does MDCPS have existing kinship-related workgroups or committees that the contractor should plan to collaborate with?

No, there are currently no programs in place.

Please acknowledge receipt of Amendment One by completing and returning the Acknowledgement of Amendment Form (Attachment E) along with your proposal no later than March 7, 2019, 2:00 p.m., CT.