

Adoption Recruitment Services RFP Questions & Answers

Q1: Which is the deadline – submitted on or before March 27, 2015 **or** postmarked no later than March 27, 2015?

A: If dropping off in person, it needs to be at Central Office on/before 3/27, 2015. If mailed, it needs to be post-marked no later than March 27, 2015.

Q2: Which entity is the current Heart Gallery contractor?

A: Current Heart Gallery Contractor is Transform Consulting.

Q3: Is the Child Summary services section to be compensated at a cost reimbursement method or at a unit based rate?

A: There will be a specific approved fee for service paid per summary with one rate for completion of a new child summary and one rate for completion of a summary update.

Q4: Is the scoring tool provided accurate for the RFP? Some of the items listed there (such as evidence based practices) are not mentioned in the RFP narrative.

A: Proposal scoring tool was revised to be more applicable to these services. Revised tool was posted on the RFP webpage on 2/27/2015. Sorry for any confusion.

Q5: The budget we prepare is per hour, per day or per service?

A: All services, except Child Summaries (see question 3 above), are reimbursed at actual cost based on an approved budget.

Q6: The RFP states that we have to maintain the equivalent of 18 part time “Adoption Champions”. Is that number negotiable or is it a set number?

A: There must be a minimum of 18 Adoption Champions – one for each DCS region. They are expected to be part time (approx 20 hours per week).

QUESTIONS Regarding the Database:

Q7: What database software is it (i.e. Microsoft, oracle, my SQL.)?

A: SQL

Q8: What language is the website (i.e. php, .net, java)?

A: .net

Q9: How many person access the database total? (i.e. the total number of active accounts needed)

A: Currently, there are the 7 SNAPS, Adoption Manager, 4 Wendy’s Wonderful Kids recruiters, 2 Heart Gallery staff, and then the provider agency has 2 people with accounts. These accounts vary by administrator, editor, read-only.