



*Delaware Health
And Social Services*

DIVISION OF MANAGEMENT SERVICES

PROCUREMENT

DATE: November 16th 2012

HSS 12 058

Local Child Care Market Rate Study of Delaware's Child Care Providers,

FOR

Division of State Services

Date Due: December 6th, 2012
11:00AM

ADDENDUM # 1

Please Note:

THE ATTACHED SHEETS HEREBY BECOME A PART
OF THE ABOVE MENTIONED BID. Questions &
Answers

Kieran Mohammed
PROCUREMENT ADMINISTRATOR
(302)255-9291

Barbara McCaffery
Social Services Sr. Administrator
(302) 255-9611

1. Interviews: Will the selected vendor be required to conduct any provider interviews in a language other than English? (Section II B. Market Rate Survey. "...conduct a survey of child care providers..." Page 6.)
No. Interviews may be in English.
2. Percentiles: Do you want the selected vendor to submit standard errors and confidence intervals for the percentiles, as in previous Delaware child care rate surveys? (Section II B. Market Rate Survey. "Analyze data..." Page 7.)
Yes.
3. Budget: For the budget submission, should the bidder submit both Appendix A (Budget Summary Sheet) and Appendix B (Budget Worksheet)? (Section V. Budget. Page 13.)
Yes
4. Budget: "Vendor will submit a line item budget, for each contract year, ..." Would that reflect budgets for rate surveys to be conducted in 2013, 2015 and 2017? Thus there would be three separate line-item budgets. (Section V. Budget. Page 13.)
Yes. Please project your budgets for the following years, adjusting for inflation.
5. Budget: "Prices quoted in the proposal shall remain fixed and binding on the bidder at least through 2013." (Section VI D. Proposal Expiration Date. Page 14.). The RFP also states: "Vendor will submit a line item budget, for each contact year, ..." (Section V. Budget. Page 13.). Are budgets for years beyond 2013 not fixed and binding?
Budgets for the following years may be negotiated in case of extreme circumstances.
6. Selection Process: "A technical review panel will review all proposals utilizing the following criteria." Such criteria include: "The degree to which the bidder demonstrates the potential ability to recruit, hire, schedule and train qualified applicants." Does this refer to obtaining provider participation in the survey, or does it refer to recruiting and training the interviewers? (Section VII A. Proposal Evaluation Criteria, Category 4. Pages 18-19.)
This is referencing the interviewers.
7. Appendices: Should Appendices C, D and E be submitted as part of the proposal on the CDs, as well as in hard copy format? (Section VI A. Number of Copies Required. Page 13.)
Yes.
8. What is the expected budget for the market rate study? What has been the budget for the market rate studies in the past?
The previous budget was for \$100,948.

9. Does Delaware's Division of Social Services plan to pay only for cost reimbursement for contracted services related to performing the MRS or can bidders propose deliverable pricing or fully loaded hourly rates?

Cost Reimbursement.

10. Related to page 18, section "A. Proposal Evaluation Criteria," criteria #4 of the RFP states: "the degree to which the bidder demonstrates the potential ability to recruit, hire, schedule, and train qualified applicants." To clarify, are the applicants referenced here related to potential vendor staff for conducting interviews?

Yes

11. When the Delaware's Division of Social Services posts responses to questions, will vendor names associated with each question be included?

No