



*Delaware Health  
And Social Services*

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**DIVISION OF MANAGEMENT SERVICES**

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PROCUREMENT

DATE: April 13, 2018

HSS 18 010

**SMART START/HEALTHY FAMILIES AMERICA  
FOR  
DIVISION OF PUBLIC HEALTH**

Date Due: May 10, 2018  
11:00AM

ADDENDUM # 1

Please Note:

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

Responses to questions received by the deadline of March 27, 2018 and  
those discussed at the pre-bid meeting April 12, 2018.

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**RFP HSS 18 010**

**SMART START/HEALTHY FAMILIES AMERICA**

**Question and Answers**

QUESTION 1: The existing Smart Start/Healthy Families Delaware program is tasked with prioritizing communities in the six zones described above, as well as in Zones 7, 8, and 13. Please confirm: have the target zones changed in the new RFP, or should the Scope of Services also include Zones 7, 8, and 13?

**Answer:** The target zones listed in the RFP are from the 2010 Needs Assessment. The zones listed are the priority for this RFP and should be the focus of the proposal. The MIECHV (Maternal, Infant, and Early Childhood Home Visiting) needs assessment will be repeated in 2019 and any changes in zones will be communicated and addressed in contract negotiations.

QUESTION 2: Should a one or two year budget be submitted, or some other timeframe?

**Answer:** Please submit a two year budget.

QUESTION 3: Is there a preferred format or form that should be used for the budget narrative?

**Answer:** No.

QUESTION 4: Will you accept an agency's Federal Indirect Cost Rate as the budgeted indirect?

**Answer:** The budgeted indirect cost should be no more than 12%.

QUESTION 5: Will we be disqualified if we propose two HFA teams to provide services statewide?

**Answer:** No, you will not be disqualified as long as you address all of the priority zones in all three counties.

QUESTION 6: Will the vendor chosen have to complete the Vendor Usage Form in Attachment 7?

**Answer:** No, this is not required.

QUESTION 7: Should our business references be organizational or professional?

**Answer:** The reference should state that you are capable of providing the service requested. State agencies cannot submit references; however, school districts may.

QUESTION 8: Can you provide us with the MIECHV one pager on recent Benchmark Performance data as mentioned in today's overview?

Answer: Yes, please see attached.

Please Note: Section IV.B.2. and Appendix A of the RFP state bids may be submitted on USB memory sticks. We no longer are accepting bids on USB memory sticks, only CD or DVD media disk will be accepted.

## MIECHV SUMMARY SUCCESSES AND WEAKNESSES

The Maternal, Infant, and Early Childhood Home Visiting (MIECHV)-funded Children and Families First Healthy Families America (CFF/HFA) and Parents As Teachers (PAT) programs have made a noteworthy impact on the families that they have and continue to serve! This is evident based on the considerable data collected and reported by both the CFF/HFA home visitors and PAT parent educators.

Here are some **successes** reported during fiscal year 2017 (i.e., October 1, 2016 to September 30, 2017):

- Roughly **90 percent** of newly-enrolled mothers this year were documented as receiving a **depression screening with the PHQ-9**.
- Over **90 percent** of prenatally enrolled mothers this year were reported as receiving a **postpartum care visit** within three months of delivery.
- **92.3 percent** of primary caregivers enrolled were documented as receiving an observation of **parent-child interaction** by a home visitor using either the CHEERS or PICCOLO.
- **91.4 percent** of children enrolled in home visiting were reported as receiving an **ASQ screening** at the age-appropriate time interval.
- **89.5 percent** of enrolled children were reportedly in a household in which a family member was documented as **reading, telling stories, and/or singing songs with the child most days during a typical week**.
- Well over **90 percent** of newly-enrolled primary caregivers were documented as being screened for **intimate partner violence**.

Here are some **areas for improvement** based on results reported during fiscal year 2017:

- **Breastfeeding Initiation.** The percentage of infants aged 6 to 12 months who were enrolled in home visiting for at least 6 months and were documented to be **breastfed for any amount at 6 months of age** was **60.3 percent**.
- **Safe Sleep Practices.** The percentage of infants enrolled in home visiting who were aged less than 1 year during the reporting period and whose primary caregiver reported that they are **always placed to sleep on their backs, without bed sharing, and without soft bedding** was **19.5 percent**.
- **Tobacco Cessation Referrals.** Only **12.2 percent** of primary caregivers enrolled in home visiting who reported using **tobacco or cigarettes at enrollment** and were enrolled for at least three months **were referred to tobacco cessation counseling or services** within 3 months of enrollment.

**Thank you all for your continued hard work and efforts toward achieving these successes! We look forward to building on these successes and working on addressing these areas for improvement now that we are in fiscal year 2018!**