

# COUNTY OF FRESNO

## ADDENDUM NUMBER: ONE (1)

RFP NUMBER: 952-5300

### PARENT PARTNER/HOME VISITOR

September 26, 2014

PURCHASING USE

ssj

G:\PUBLIC\RFP\FY 2014-15\952-5300\952-5300 ADD 1.DOC

IMPORTANT: SUBMIT PROPOSAL IN SEALED PACKAGE WITH PROPOSAL NUMBER, CLOSING DATE AND BUYER'S NAME MARKED CLEARLY ON THE OUTSIDE TO:

COUNTY OF FRESNO, Purchasing  
4525 EAST HAMILTON AVENUE, 2<sup>nd</sup> Floor  
FRESNO, CA 93702-4599

CLOSING DATE OF PROPOSAL WILL BE AT 2:00 P.M., ON OCTOBER 6, 2014.

**PROPOSALS WILL BE CONSIDERED LATE WHEN THE OFFICIAL PURCHASING TIME CLOCK READS 2:00 P.M.**

All proposal information will be available for review after contract award.

Clarification of specifications is to be directed to: **Gary E. Cornuelle**, phone (559) 600-7114,  
e-mail [gcornuelle@co.fresno.ca.us](mailto:gcornuelle@co.fresno.ca.us).

**NOTE THE ATTACHED ADDITIONS, DELETIONS AND/OR CHANGES TO THE REQUIREMENTS OF REQUEST FOR PROPOSAL NUMBER: 952-5300 AND INCLUDE THEM IN YOUR RESPONSE. PLEASE SIGN AND RETURN THIS ADDENDUM WITH YOUR PROPOSAL.**

#### **ACKNOWLEDGMENT OF ADDENDUM NUMBER ONE (1) TO RFP 952-5300**

COMPANY NAME: \_\_\_\_\_  
(PRINT)

SIGNATURE: \_\_\_\_\_

NAME & TITLE: \_\_\_\_\_  
(PRINT)

## **QUESTIONS AND ANSWERS**

**Q1. Where will the Home Visitor be housed / located?**

*A1. DSS will require the Home Visitor to be in the DSS office, twice per week for 2-3 hours each time. DSS will provide an appropriate desk/space for the Home Visitor during this time.*

**Q2. How will the Vendor handle supervision of the Home Visitor?**

*A2. The Vendor will be responsible for primary supervision of the Home Visitor. DSS, however, will provide the oversight/direction during the Child Focus Team meetings and while Home Visitor is on County premises. DSS will partner and collaborate with the vendor to oversee assignments and other activities.*

**Q3. What is the minimum/maximum caseload for the Home Visitor?**

*A3. Based upon an estimated 300 home visits a year, an average of 25 visits per family per month.*

**Q4. How long is the term of the contract?**

*A4. The contract is for one year with the potential for two 1 year extensions.*

**Q5. Is DSS looking for more than one vendor to serve the different areas of the county?**

*A5. No, DSS is looking to select one vendor for these services.*

**Q6. Are there specific guidelines/qualifications for the Home Visitor?**

*A6. The Home Visitor should have experience as a foster parent. They are seen as a mentor for the foster parents and should have experience with younger children. As identified on Page 23 of the RFP, the Home Visitor should also understand licensing and safety issues and be knowledgeable with regard to care needed for drug-exposed and special needs children.*

**Q7. Page 22 of the RFP references stipends issued from June 2013 – May 2014 in the approximate amount of over \$76,000 for Parent Partner services. Is there a breakdown of how the stipends were issued?**

*A7. Please see attached spreadsheet with breakdown of costs per primary activity from June 2013 – May 2014.*

**Q8. Could a Parent Partner receive a stipend for both a Team Decision Making (TDM) meeting and for child care?**

*A8. Yes.*

**Q9. Does DSS currently employ a Home Visitor? (And if so, is it recommended that the Home Visitor transition over to vendor?)**

*A9. DSS does not currently employ a Home Visitor, although did so previously.*

**Q10. Are there specific performance measures/outcomes in place that will be used to define the success of this program and of the vendor?**

*A10. Performance measures/outcomes are discussed on pages 25 and 26 of the RFP. Please refer to these pages in the RFP for guidance in developing performance outcomes.*

**Q11. Will the children in foster homes served by the Home Visitor be categorized by special needs?**

*A11. No.*

**Q12. In the RFP, it is stated that the Home Visitor will conduct an average of 300 visits. Is a bidder agreeing to provide this exact number, or more or few visits than this amount?**

*A12. Yes, the bidder would be required to provide the minimum of 300 visits.*

**Q13. Without factoring in funding, how many home visits are needed each year?**

*A13. We currently have approximately 900 children, ages 0 to 5, in our care.*

**Q14. What is the best case scenario as to the number of children that might be able to be served by the Home Visitor?**

*A14. Approximately 700*

**Q15. What is the duration of time that families will continue to receive services from the Parent Partners or Home Visitor? Is it an ongoing service?**

*A15. Regarding the Home Visitor, the foster parent would receive one visit of approximately 30 – 90 minutes in duration. For Parent Partners, it will depend on the individual family, if assigned. The Parent Partner may have one interaction with the family at a TDM or a Family Reunification Orientation meeting, or may provide ongoing service to family for up to 90 days. Ongoing contact by the Parent Partner, up to 90 days, would be in cases they are working with a family in Voluntary Family Maintenance or Family Reunification.*

Parent Partner Stipends - Primary Categories

June 2013 - May 2014	Unit Meeting	TDM	One-on- One Mentoring of Parents	Parenting Classes	Wrap	Orientation	Child Care	Presentation	Planning Meeting	TOTAL
June	\$ -	\$ 2,925.00	\$ 45.00	\$ 945.00	\$ 135.00	\$ 50.00	\$ 775.00	\$ -	\$ -	\$ 4,875.00
July	\$ 275.00	\$ 3,420.00	\$ 270.00	\$ 855.00	\$ 135.00	\$ 50.00	\$ 1,500.00	\$ 125.00	\$ -	\$ 6,630.00
August	\$ 250.00	\$ 3,105.00	\$ 135.00	\$ 945.00	\$ -	\$ 25.00	\$ 1,300.00	\$ 150.00	\$ -	\$ 5,910.00
September	\$ 250.00	\$ 3,105.00	\$ 135.00	\$ 945.00	\$ -	\$ 25.00	\$ 1,300.00	\$ 150.00	\$ -	\$ 5,910.00
October	\$ 200.00	\$ 3,140.00	\$ 585.00	\$ 1,890.00	\$ 90.00	\$ 50.00	\$ 1,725.00	\$ -	\$ -	\$ 7,680.00
November	\$ 250.00	\$ 2,745.00	\$ 585.00	\$ 1,665.00	\$ 45.00	\$ 50.00	\$ 1,525.00	\$ -	\$ -	\$ 6,865.00
December	\$ 250.00	\$ 3,105.00	\$ 135.00	\$ 945.00	\$ -	\$ 25.00	\$ 1,300.00	\$ 150.00	\$ -	\$ 5,910.00
January	\$ 250.00	\$ 4,185.00	\$ 990.00	\$ 945.00	\$ 90.00	\$ 25.00	\$ 1,650.00	\$ -	\$ -	\$ 8,135.00
February	\$ 150.00	\$ 2,655.00	\$ 315.00	\$ 675.00	\$ 135.00	\$ 50.00	\$ 935.00	\$ -	\$ 321.30	\$ 5,236.30
March	\$ -	\$ 3,735.00	\$ 315.00	\$ 1,025.00	\$ 135.00	\$ 25.00	\$ 1,100.00	\$ -	\$ 50.00	\$ 6,385.00
April	\$ 175.00	\$ 3,060.00	\$ 405.00	\$ 1,530.00	\$ 45.00	\$ 50.00	\$ 1,175.00	\$ -	\$ 75.00	\$ 6,515.00
May	\$ 225.00	\$ 2,160.00	\$ 765.00	\$ 2,115.00	\$ 135.00	\$ 25.00	\$ 1,425.00	\$ -	\$ 100.00	\$ 6,950.00
<b>Total</b>	<b>\$ 2,275.00</b>	<b>\$ 37,340.00</b>	<b>\$ 4,680.00</b>	<b>\$ 14,480.00</b>	<b>\$ 945.00</b>	<b>\$ 450.00</b>	<b>\$ 15,710.00</b>	<b>\$ 575.00</b>	<b>\$ 546.30</b>	<b>\$ 77,001.30</b>