



Alabama Department of Human Resources
RFP 2023-200-01 Grant Covid Funding

Q1. Section 1.3 page 7 –

Grant Term – The RFP states a two-year contract. Will there be multiple grant cycles/quarters over the next two years? If so, how many?

R1. Yes, there will be multiple grant cycles however the number is unknown at present.

Q2. Section 1.8.3 page 10 – Under Cost Proposal

it states a flat rate of 3%. In section 5.0 page 21, it states vendor will be paid 5%. What is the rate the vendor will be paid?

R2. The vendor will be paid 5% of all successful grants awarded.

Q3. Section 3.0 page 15 –

How often will the grant be paid to providers? Will this grant be a workforce bonus grant, capacity grant or another funding type?

R3. The Department anticipates there will be several types of grants issued to providers through this contract. The frequency of payments will be determined by the type of grant and instructions provided in the grant guidance.

Q4. Section 3.1 page 15 – States will be on a rolling basis.

Will there be application period?

R4. Yes, there will be an application period for each grant opportunity.

Q5. Section 3.1 page 15 – Are Head Start centers eligible?

R5. Because the grant opportunities will vary, Head Start centers may be eligible depending upon the grant guidance.

Q6. Section 3.1 page 15 –

Will providers have to provide documentation or an expenditure report for usage of the funds?



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R6. The requirement for providers to produce an expenditure report will vary based on the type of grant being funded.

Q7. Cover, pg 1, Due Date
Would DHR please consider a 7-day extension of the due date?

R7. No. The Department will not consider an extension.

Q8. Sec. 1, pg 7, 1. Project Overview

Would DHR also consider vendor candidates with experience in multiple states in developing and administrating programs to provide covid relief funding to child care providers as ideal candidates, or are only candidates with experience working with the Child Care Services Division considered ideal?

R8. Yes, the Department will consider candidates with experience with working with other states.

Sec. 1, pg 7, 1. Project Overview

It appears this scope largely mirrors a scope that DHR awarded in 2021. Are there any improvements or other changes that DHR hopes to achieve in this new contract?

The Department has no expectations for improvement or changes in the new contract.

Q9. Sec. 1, pg 10, 1.8.3 COST PROPOSAL FORMS

Sec. 5, pg 21, 5.0 BUDGET INFORMATION & 5.1. METHOD OF PAYMENT
Is the administrative fee for these services 3% or 5%?

R9. Administrative fee is 5%, refer to Amendment 1 on department's website.

Q10. Sec. 5, pg 21, 5.0 BUDGET INFORMATION & 5.1. METHOD OF PAYMENT

What is the total estimated amount of grant funds to be distributed to providers by the vendor during the term of this contract?

R10. The estimated amount of the grants is upwards of \$300 million dollars.

Q11. Sec. 3, pg 15, 3.1 REQUIREMENTS FOR ADMINISTERING COVID RELIEF PAYMENTS

What has been the frequency of in-person technical assistance requested during the past contract cycle?

R11. The frequency of in-person technical assistance requests has been none. However, the vendor should have a plan prepared for in-person requests.



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Q12. Sec. 3, pg 15, 3.1 REQUIREMENTS FOR ADMINISTERING OVID RELIEF PAYMENTS
Will the Department review and approve the final payment amounts prior to the distribution of the funds? If so, does that factor into the 15-day requirement?

R12. Yes, the Department will review and approve final payment amounts. The approval process will not factor into the 15-day requirement.

Q13. Sec. 4, pg 16, 4.2 PROPOSAL FORMAT
Is the page limit 30 pages or 50 pages?

R13. Refer to Amendment 1 on department's website.

Q14. Sec. 4 pg 16, 4.2.1
COVER SHEET
The RFP states that the cover sheet must be signed with an original ink signature. Since the proposal is an electronic submission will an e-signature suffice?

R14. Yes.

Q15. Sec. 4, pg 17, 4.2.5.1.4 Project Staff/Resumes/Job Descriptions
Do staff resumes count as part of the page limit, or can resumes be submitted in an Appendix and not count against the page limit?

R15. Yes, but refer to Amendment 1 on department's website.

Q16. Sec. 4, pg 18, 4.2.5.2 VENDOR FINANCIAL STABILITY

Do audited financial statements count as part of the page limit, or can financial statements be submitted as an Attachment and not count against the page limit?

R16. Yes, but refer to Amendment 1 on department's website.

Q17. Sec. 4 pg. 18, 4.2.5.3.1 Service Delivery/Approach
Can the vendor propose a statewide strategy to serve all counties/regions?

R17. Yes, the vendor is allowed to propose a statewide strategy.