**Child Care Services Strategic Plan RFP 320-15-2405**

**Questions & Answers 9/13/24**

1. Has translation of the strategic plan and all associated external documents to be translated into Spanish been accounted for in the estimated budget dedicated to this project?

Respondents may include proposed translation costs in their response. WSRCA does have a vendor that will translate appropriate materials. The determination of translation responsibility will be identified during contract negotiations.

1. Given that a plan to regularly monitor progress is a critical component of the strategic plan deliverable, what data systems do you have in place to support the tracking of KPIs?

WSRCA will determine the progress tracking modalities to be used based on the deliverables identified in the plan.

1. Was there a strategic plan that this new strategic plan will be building off of?

While our organization operates under a comprehensive strategic plan, we do not currently have a plan specifically dedicated to child care services.

1. Are there existing reports that summarize or discuss pieces of the data needed for the needs assessment?

WSRCA will work with the vendor during the project to discuss what elements are needed for the needs assessment and determine what data WSRCA can share to address those elements, or if other (external) resources are necessary.

1. Do you have data about staff educational attainment levels by role?

WSRCA does not currently collect data about education attainment levels within the child care industry. This would need to be collected by the proposer, if important to the KPI.

1. Do you have information on wages for child care roles outlined in RFP by county?

WSRCA has limited aggregated data for select areas within the nine-county region but lacks a comprehensive assessment with fully quantifiable data. We can offer general wage information for roles in these areas, though it will not be specific to individual providers.

1. Do you have data about licensed capacity broken down by age?

The licensed capacity is available via HHSC Child Care Regulation. <https://childcare.hhs.texas.gov/Public/ChildCareSearch>

1. How much of the data mentioned in the needs assessment is available versus needing to be collected from scratch?

While WSRCA has access to some of the data outlined in the needs assessment, much of the information is limited and incomplete. Certain data points, such as teacher-to-child ratios and enrollment figures for contracted providers, are available. However, a significant portion of the data will need to be collected from external resources to ensure a comprehensive and accurate assessment.

1. Can you clarify how proposals are to be submitted? On p.7 it states "Proposals and all required documents must be submitted through https://workforcesolutionsrca.bonfirehub.com/project" but on p.18 it states "Proposals must be emailed to board.procurement@ruralcapital.net"

Proposals and all supporting documentation must be submitted through

<https://workforcesolutionsrca.bonfirehub.com/project>.

1. Please clarify the duration of the project. On page 10 it says "Any contract resulting from this Solicitation will be for a one year period, beginning on or after September 30, 2024, and ending September 29, 2025.", but on 17 it says "The Proposer must provide the inflationary factor rate for years 2-4."

WSRCA does not intend to extend the contract into future years. There is no need for an inflationary factor to be factored into the budget.

1. Can you share the amount of funding you have available for this work?

Respondents should provide a budget that will complete the full scope of work required. WSRCA will contract with the respondent that most fully addresses the scope of work at the most reasonable cost.

1. How much funding does the workforce board plan to invest in this project? What is the maximum budget amount an applicant should develop a scope and timeline around?

Respondents should provide a budget that will complete the full scope of work required. WSRCA will contract with the respondent that most fully addresses the scope of work at the most reasonable cost. WSRCA expects to have the project completed within 12 months.

1. When must the project be kicked off by? What are the deadlines for each deliverable listed on page 15, section 3.8 within the contract term, Sept 30 - 2024 - Sept 29, 2025?

WSRCA expects the project to begin within 30 days of the contract date. WSRCA will work with the selected vendor to develop a deliverable of timelines with the work to be fully completed within the 12 month timeframe.