



**BOONE COUNTY, MISSOURI**

**Request for Bid #: 29-15JUN16 – Early Childhood Prevention Programs**

**ADDENDUM #1 - Issued May 18, 2016**

This addendum is issued in accordance with the Request for Bid Response Page in the Request for Bid and is hereby incorporated into and made a part of the Request for Bid documents. Bidders are reminded that receipt of this addendum should be acknowledged and submitted with Bidder's Response Form.

Specifications for the above noted Request for Bid and the work covered thereby are herein modified as follows, and except as set forth herein, otherwise remain unchanged and in full force and effect.

The County has received the following questions and is providing a response below:

**Question 1: Can we include the cost of renting space in the proposal?**

**Response:** Yes, it can be included in the unit rate for the service(s).

**Question 2: Is there a maximum percentage that can be spent on administration?**

**Response:** Administration costs (indirect costs) should be included in the unit rate for the service(s), there will not be a separate percentage paid for administration costs. Administrative costs (expenses) should not exceed 15% of salary expenses as stated in the BCCSB Funding Policy. Click on the attached link to review:

<http://www.showmeboone.com/CommunityServices/common/pdf/BCSSBFundingPolicy.pdf>

**Question 3: Can mileage be included if services are provide at the families home requiring the provider to travel?**

**Response:** Yes, it can be included in the unit rate for the service(s).

**Question 4: After consideration of the many programs/services available in Boone County, does the county prefer to have more consolidation or services under one agency/roof?**

**Response:** The preference is for collaborative and coordinated community efforts.

**Question 5: Is there a preference to expand current programs over offering new ones?**

**Response:** No.

**Question 6: Are organizations based outside of the county acceptable? Outside of Missouri? Will establish a local office with local staff from the region.**

**Response:** Yes.

**Question 7: Is there a maximum allowable for indirect costs?**

**Response:** Indirect costs should be included in the unit rate for the service(s), there will not be a separate percentage paid for indirect costs. Indirect costs (expenses) should not exceed 15% of salary expenses as stated in the BCCSB Funding Policy. Click on the attached link to review: <http://www.showmeboone.com/CommunityServices/common/pdf/BCSSBFundingPolicy.pdf>

**Question 8: RFP states, "initial term... will be negotiated", is there a targeted start date or is it truly open and does that negotiation take place prior to or after notice of award?**

**Response:** The targeted start date is January 1, 2017, however, the start date may be negotiated during contract negotiation if the project is funded.

**Question 9: Please clarify a statement in 3.6 (pg 8) that says: "Preference will be given to programs which provide an opportunity ... to partner with other funding sources in providing matching funding". Are you looking for bidders to offer up matching funds? Should opportunities to access existing funding (grants, etc) be included in the proposal?**

**Response:** Match funding may be offered by bidders or by the bidder's ability to utilize Children's Services Fund dollars to draw down match funding from another source. Opportunities to access other existing funding should be included in the proposal.

**Question 10: Should we merge our grant with another organization writing a grant for this same funding source or keep ours separate as we are wondering if the grant is more likely to get funded if it's smaller vs. large (over 1 million)? Do you fund several small grants, a couple small and one large, or one to two large grants?**

**Response:** Preference will be given to collaborative efforts.

By:

  
Melinda Bobbitt, CPPO, CPPB  
Director of Purchasing

BIDDER has examined **Addendum #1** to Request for Bid # **29-15JUN16 – Early Childhood Prevention Programs**, receipt of which is hereby acknowledged:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Authorized Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Representative Printed Name: \_\_\_\_\_