

APPENDIX XI - FORM PUR 1001

cannot so certify to any of following, the respondent shall submit with its response a written explanation of why it cannot do so).

- The respondent is not currently under suspension or debarment by the State or any other governmental authority.
- To the best of the knowledge of the person signing the response, the respondent, its affiliates, subsidiaries, directors, officers, and employees are not currently under investigation by any governmental authority and have not in the last ten (10) years been convicted or found liable for any act prohibited by law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract.
- Respondent currently has no delinquent obligations to the State, including a claim by the State for liquidated damages under any other contract.
- The submission is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive response.
- The prices and amounts have been arrived at independently and without consultation, communication, or agreement with any other respondent or potential respondent; neither the prices nor amounts, actual or approximate, have been disclosed to any respondent or potential respondent, and they will not be disclosed before the solicitation opening.
- The respondent has fully informed the Buyer in writing of all convictions of the firm, its affiliates (as defined in section 287.133(1)(a) of the Florida Statutes), and all directors, officers, and employees of the firm and its affiliates for violation of state or federal antitrust laws with respect to a public contract for violation of any state or federal law involving fraud, bribery, collusion, conspiracy or material misrepresentation with respect to a public contract. This includes disclosure of the names of current employees who were convicted of contract crimes while in the employ of another company.
- Neither the respondent nor any person associated with it in the capacity of owner, partner, director, officer, principal, investigator, project director, manager, auditor, or position involving the administration of federal funds:
 - Has within the preceding three years been convicted of or had a civil judgment rendered against them or is presently indicted for or otherwise criminally or civilly charged for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local government transaction or public contract; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
 - Has within a three-year period preceding this certification had one or more federal, state, or local government contracts terminated for cause or default.

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- The product offered by the respondent will conform to the specifications without exception.
- The respondent has read and understands the Contract terms and conditions, and the submission is made in conformance with those terms and conditions.
- If an award is made to the respondent, the respondent agrees that it intends to be legally bound to the Contract that is formed with the State.
- The respondent has made a diligent inquiry of its employees and agents responsible for preparing, approving, or submitting the response, and has been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act or other conduct inconsistent with any of the statements and representations made in the response.
- The respondent shall indemnify, defend, and hold harmless the Buyer and its employees against any cost, damage, or expense which may be incurred or be caused by any error in the respondent's preparation of its bid.
- All information provided by, and representations made by, the respondent are material and important and will be relied upon by the Buyer in awarding the Contract. Any misstatement shall be treated as fraudulent concealment from the Buyer of the true facts relating to submission of the bid. A misrepresentation shall be punishable under law, including, but not limited to, Chapter 817 of the Florida Statutes.

10. Manufacturer's Name and Approved Equivalents. Unless otherwise specified, any manufacturers' names, trade names, brand names, information or catalog numbers listed in a specification are descriptive, not restrictive. With the Buyer's prior approval, the Contractor may provide any product that meets or exceeds the applicable specifications. The Contractor shall demonstrate comparability, including appropriate catalog materials, literature, specifications, test data, etc. The Buyer shall determine in its sole discretion whether a product is acceptable as an equivalent.

11. Performance Qualifications. The Buyer reserves the right to investigate or inspect at any time whether the product, qualifications, or facilities offered by Respondent meet the Contract requirements. Respondent shall at all times during the Contract term remain responsive and responsible. In determining Respondent's responsibility as a vendor, the agency shall consider all information or evidence which is gathered or comes to the attention of the agency which demonstrates the Respondent's capability to fully satisfy the requirements of the solicitation and the contract.

Respondent must be prepared, if requested by the Buyer, to present evidence of experience, ability, and financial standing, as well as a statement as to plant, machinery, and capacity of the respondent for the production, distribution, and servicing of the product bid. If the Buyer determines that the conditions of the solicitation documents are not complied with, or that the

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product proposed to be furnished does not meet the specified requirements, or that the qualifications, financial standing, or facilities are not satisfactory, or that performance is untimely, the Buyer may reject the response or terminate the Contract. Respondent may be disqualified from receiving awards if respondent, or anyone in respondent's employment, has previously failed to perform satisfactorily in connection with public bidding or contracts. This paragraph shall not mean or imply that it is obligatory upon the Buyer to make an investigation either before or after award of the Contract, but should the Buyer elect to do so, respondent is not relieved from fulfilling all Contract requirements.

- 12. Public Opening.** Responses shall be opened on the date and at the location indicated on the Timeline. Respondents may, but are not required to, attend. The Buyer may choose not to announce prices or release other materials pursuant to s. 119.071(1)(b), Florida Statutes. Any person requiring a special accommodation because of a disability should contact the Procurement Officer at least five (5) workdays prior to the solicitation opening. If you are hearing or speech impaired, please contact the Buyer by using the Florida Relay Service at (800) 955-8771 (TDD).
- 13. Electronic Posting of Notice of Intended Award.** Based on the evaluation, on the date indicated on the Timeline the Buyer shall electronically post a notice of intended award at http://www.myflorida.com/apps/vbs/vbs_main_menu. If the notice of award is delayed, in lieu of posting the notice of intended award the Buyer shall post a notice of the delay and a revised date for posting the notice of intended award. Any person who is adversely affected by the decision shall file with the Buyer a notice of protest within 72 hours after the electronic posting. The Buyer shall not provide tabulations or notices of award by telephone.
- 14. Firm Response.** The Buyer may make an award within sixty (60) days after the date of the opening, during which period responses shall remain firm and shall not be withdrawn. If award is not made within sixty (60) days, the response shall remain firm until either the Buyer awards the Contract or the Buyer receives from the respondent written notice that the response is withdrawn. Any response that expresses a shorter duration may, in the Buyer's sole discretion, be accepted or rejected.
- 15. Clarifications/Revisions.** Before award, the Buyer reserves the right to seek clarifications or request any information deemed necessary for proper evaluation of submissions from all respondents deemed eligible for Contract award. Failure to provide requested information may result in rejection of the response.
- 16. Minor Irregularities/Right to Reject.** The Buyer reserves the right to accept or reject any and all bids, or separable portions thereof, and to waive any minor irregularity, technicality, or omission if the Buyer determines that doing so will serve the State's best interests. The Buyer may reject any response not submitted in the manner specified by the solicitation documents.
- 17. Contract Formation.** The Buyer shall issue a notice of award, if any, to successful respondent(s), however, no contract shall be formed between respondent and the Buyer until the Buyer signs the Contract. The Buyer shall not be liable for any costs incurred by a

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respondent in preparing or producing its response or for any work performed before the Contract is effective.

18. Contract Overlap. Respondents shall identify any products covered by this solicitation that they are currently authorized to furnish under any state term contract. By entering into the Contract, a Contractor authorizes the Buyer to eliminate duplication between agreements in the manner the Buyer deems to be in its best interest.

19. Public Records. Article 1, section 24, Florida Constitution, guarantees every person access to all public records, and Section 119.011, Florida Statutes, provides a broad definition of public record. As such, all responses to a competitive solicitation are public records unless exempt by law. Any respondent claiming that its response contains information that is exempt from the public records law shall clearly segregate and mark that information and provide the specific statutory citation for such exemption.

20. Protests. Any protest concerning this solicitation shall be made in accordance with sections 120.57(3) and 287.042(2) of the Florida Statutes and chapter 28-110 of the Florida Administrative Code. Questions to the Procurement Officer shall not constitute formal notice of a protest. It is the Buyer's intent to ensure that specifications are written to obtain the best value for the State and that specifications are written to ensure competitiveness, fairness, necessity and reasonableness in the solicitation process.

Section 120.57(3)(b), F.S. and Section 28-110.003, Fla. Admin. Code require that a notice of protest of the solicitation documents shall be made within seventy-two hours after the posting of the solicitation.

Section 120.57(3)(a), F.S. requires the following statement to be included in the solicitation: "Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes."

Section 28-110.005, Fla. Admin. Code requires the following statement to be included in the solicitation: "Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes."

21. Limitation on Vendor Contact with Agency During Solicitation Period. Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the agency posting the notice of intended award, excluding Saturdays, Sundays, and state holidays, any employee or officer of the executive or legislative branch concerning any aspect of this solicitation, except in writing to the procurement officer or as provided in the solicitation documents. Violation of this provision may be grounds for rejecting a response.

APPENDIX XII SCHEDULE OF FUNDS

Our Kids of Miami-Dade/Monroe, Inc. - Contract# KJ114

SAMPLE FUNDING FOR FY 2017-2018

Funding Is Appropriated Annually By The Legislature

Sections A and B	Other Cost Accumulators	Federal	State	Total	The Amount of Non-Recurring Funds included in Total Amount
Other Fund Sources	Multiple			69,185,884	179,058
Subtotal Sections A and B				69,185,884	179,058
Section C					
Maintenance Adoption Subsidies and Non Recurring Expenses	WR001/MP000 WO006/39MAS/SFMSA			21,260,180	
Independent Living Services - Chafee Administration Eligible and Other	KRE00/ KRLE0/ KRA00/ CHOAT	567,939	216,136	784,075	
Chafee Road to Independence - Scholarship	CHFSS / CHPES	567,939	216,136	727,738	
Chafee, ETV, Road to Independence	ETV**	425,131	1,221,611	1,646,742	
All State Funded Independent Living Services	KRI**/SF***/EF***/EG***/EO***/EP***/		3,020,954	3,020,954	
Medicaid Administration	PR005	221,093	221,092	442,185	
State Access and Visitation (a)	PRSAV	33,326		33,326	
SSFA Family Preservation (b)	PRE04	534,874		534,874	
SSFA Family Support (b)	PRE06	309,496		309,496	
SSFA Time Limited Reunification (b)	PRE11	44,015		44,015	
SSFA Adoption (b)	PRE12	498,548		498,548	
Title IV-E Case Mgt Training	DCTRN	372,045	327,955	700,000	
Title IV-E Child Welfare Services Training	TRCOR	1,425,000	475,000	1,900,000	
CW PI Training	BAT00	-	-	-	
CPI IV-E Training	BATR1	-	-	-	
Children's Mental Health CW Wraparound Funding	19MCB		1,559,624	1,559,624	
Special Projects				-	
Subtotal Section C				33,461,757	
Total All Fund Sources				102,647,641	179,058

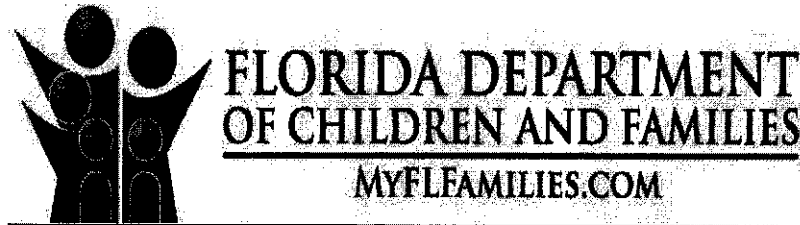
Footnotes:

(a) A 10% match is provided by the Community-Based Care provider.

(b) A 25% match is being certified by the Community-Based Care provider.

APPENDIX XIII

**State of Florida
Department of Children and Families**



ITN# - SNR18FS02ITN

**To Become the Lead Agency for Community-Based Care
Southern Region – Circuits 11 & 16
Miami-Dade and Monroe Counties**

Evaluation Manual

Evaluator Name: _____

Vendor Name: _____

Date of Reply Evaluation: _____

Evaluator Signature: _____

GENERAL INSTRUCTIONS

Each evaluator will evaluate the programmatic reply for all vendor replies that pass the mandatory criteria. Each evaluation criterion must be scored. Fractional values will not be accepted. If an evaluator score sheet(s) is missing scores, it will be returned for completion. Scoring must reflect the evaluator's independent evaluation of the reply to each evaluation criterion.

Each evaluator shall assign a score for each evaluation criterion based upon his/her assessment of the reply. The assignment of an individual score must be based upon the following description of the point scores:

IF, in your judgment the reply demonstrates and/or describes...	Category	...assign points within ...
...extensive competency, proven capabilities, an outstanding approach to the subject area, innovative, practical and effective solutions, a clear and complete understanding of inter-relationships, full responsiveness, a clear and comprehensive understanding of the requirements and planning for the unforeseen.	Superior	81-100% of the maximum points for the area.
...clear competency, consistent capability, a reasoned approach to the subject area, feasible solutions, a generally clear and complete description of inter-relationships, extensive but incomplete responsiveness and a sound understanding of the requirements.	Good	61-80% of the maximum points for the area.
...fundamental competency, adequate capability, a basic approach to the subject area, apparently feasible but somewhat unclear solutions, a weak description of inter-relationships in some areas, partial responsiveness, a fair understanding of the requirements and a lack of staff experience and skills in some areas.	Adequate	41-60% of the maximum points for the area.
...little competency, minimal capability, an inadequate approach to the subject area, infeasible and/or ineffective solutions, somewhat unclear, incomplete and /or non-responsive, a lack of understanding of the requirements and a lack of demonstrated experience and skills.	Poor	21-40 %of the maximum points for the area.
...a significant or complete lack of understanding, an incomprehensible approach, a significant or complete lack of skill and experience and extensive non-responsiveness.	Insufficient	0-20% of the maximum points for the area.

When completing score sheets evaluators should record references to the sections of the Invitation to Negotiate (ITN) and the written reply materials which most directly pertain to the criterion and upon which their scores were based. More than one section may be recorded. Evaluators should not attempt an exhaustive documentation of every bit of information considered but only key information. In general, the reference statements should be brief. If the reply does not address an evaluation criterion, evaluators should indicate "not addressed" and score it accordingly.

Each evaluator has been provided a copy of the ITN, including its appendices, any ITN amendments, and vendor written inquiries and the written responses provided by the Department. Each evaluator will also be provided



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with a copy of each programmatic reply which should be evaluated and scored according to the instructions provided in the solicitation and the evaluation manual.

Replies shall be independently scored by each member of the evaluation team. No collaboration is permitted during the scoring process. The same scoring principles must be applied to every reply received, independent of other evaluators. Evaluators should work carefully to be as thorough as possible in order to ensure a fair and open competitive procurement. No attempt by Department personnel or others, including other evaluators, to influence an evaluator's scoring shall be tolerated.

If any attempt is made to influence an evaluator, the evaluator must immediately report the incident to the Procurement Manager. If such an attempt is made by the Procurement Manager, the evaluator must immediately report the incident to the Inspector General.

The Procurement Manager will conduct reference checks via telephone interviews.

Only the rating sheets provided should be used. No additional notes or marks should appear elsewhere in the evaluation manual.

Evaluators may request assistance in understanding evaluation criteria and replies only from the Procurement Manager/Procurement Advisors.

Questions related to the solicitation and the evaluations of the reply should be directed only to:

Yanina Menendez, Procurement Manager
Florida Department of Children and Families
Southern Region Family Safety Program Office
401 NW 2nd Avenue, Room N-1007
Miami, FL 33128
Yanina.menendez@myflfamilies.com

After each evaluator has completed the scoring of each programmatic reply, the scores are then submitted to the Procurement Manager for compilation. The Procurement Manager will average the total programmatic point scores by each evaluator to calculate the points awarded for each section.

Following completion of the independent evaluations of the replies, the Procurement Manager will hold a meeting to validate evaluator scoring. The purpose of the meeting is to ensure that their individual evaluation scores were captured correctly when preparing the total programmatic scores.

QUALITATIVE CRITERIA

Evaluators shall assign scores to each of the replies received by the Department based on the following criteria:

- The Vendor's company structure, subcontractors, and experience to deliver its proposed solution/services including the Vendor track record providing services similar to the ones specified in this ITN and Appendix IX, Attachment I.
- Vendor's articulation of its solution/services, the Vendor's capability, and the ability of the solution/services to meet the requirements of this ITN and Appendix IX, Attachment I, and provide additional value.
- The skills and experience of the Vendors leadership team, staff and resources the Vendor will use in implementing its solution/services.



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PROGRAMMATIC REPLY POINT VALUES

The maximum score for the Programmatic Reply is 2,575 points.

Programmatic Criteria	Maximum Points	Percent of Total (2,575 Points)
1. The Vendor's company structure, subcontractors, and experience to deliver its proposed solution/services including the Vendor track record providing services similar to the ones specified in this ITN and Appendix IX, Attachment I.		
1. Organization and Governance Structure	20	0.78%
2. Experience	5	0.19%
3. Subcontracting	10	0.39%
Section 1 Subtotal	35	1.36%
2. Vendor's articulation of its solution/services, the capability of the Vendor, and the ability of the solution/services to meet the requirements of this ITN and Appendix IX, Attachment I, and provide additional value.		
4. Management and Administration-General Tasks	110	4.27%
5. Coordination with Other Providers/Entities	60	2.33%
6. Staff Development and Training	50	1.94%
7. Quality Assurance and Continuous Quality Improvement	100	3.88%
8. Licensing Tasks & Recruitment, Training & Retaining of Foster Families	310	12.04%
9. Placement Services	215	8.35%
10. Child Protection, Safety Management & Family Preservation	340	13.20%
11. Adoption Services	250	9.71%
12. Life Skills Development and Education	175	6.80%
13. Independent Living and Extended Foster Care	125	4.85%
14. Health Services	175	6.80%
15. Performance Specifications	175	6.80%
Section 2 Subtotal	2,085	80.97%
3. The skills and experience of the Vendors leadership team, staff and resources the Vendor will use in implementing its solution/services.		
16. Leadership Team	55	2.14%
17. Direct Service Staffing	250	9.71%
18. Transition Plan	150	5.83%
Section 3 Subtotal	455	17.67%
Total	2,575	100.00%



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EVALUATORS SCORING SUMMARY SHEET

**ITN #: SNR18FS02ITN
 To Become the Lead Agency for Community Based Care in the
 Southern Region – Circuits 11 and 16 – Miami-Dade and Monroe Counties**

Name of Vendor Organization: _____

Evaluator Name: _____ Signature: _____

PROGRAMMATIC EVALUATION CRITERIA			
Question #	Criteria	Maximum Score	Vendor's Score from Rating Sheet
The Vendor's company structure, subcontractors, and experience to deliver its proposed solution/ services including the Vendor's track record providing services similar to the ones specified in this ITN and Appendix IX, Attachment I.			
1.	Organization and Governance Structure	20	
2.	Experience	5	
3.	Subcontracting	10	
Vendor's articulation of its solution/services, the capability of the Vendor, and the ability of the solution/services to meet the requirements of this ITN and Appendix IX, Attachment I, and provide additional value.			
4.	Management and Administration-General Tasks	110	
5.	Coordination with Other Providers/Entities	60	
6.	Staff Development and Training	50	
7.	Quality Assurance and Continuous Quality Improvement	100	
8.	Licensing Tasks & Recruitment, Training & Retaining of Foster Families	310	
9.	Placement Services	215	
10.	Child Protection, Safety Management & Family Preservation	340	
11.	Adoption Services	250	
12.	Life Skills Development and Education	175	
13.	Independent Living and Extended Foster Care	125	
14.	Health Services	175	
15.	Performance Specifications	175	
The skills and experience of the Vendors leadership team, staff and resources the Vendor will use in implementing its solution/services.			
16.	Leadership Team	55	
17.	Direct Service Staffing	250	
18.	Transition Plan	150	
Total Points		2,575	



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ITN Section 4.2.5., COMPANY QUALIFICATIONS AND EXPERIENCE
4.2.5.1 ORGANIZATION AND GOVERNANCE STRUCTURE

QUESTION 1:

How well does the Vendor's company structure demonstrate the ability to deliver its proposed solutions/services including the vendor's track record providing services similar to the one specified in this ITN? How well does the response demonstrate the Vendor's commitment to serve as a Lead Agency to manage and ensure the delivery of an integrated system of care for the provision of foster care and related services?

Max Total Score: 20

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>1. The response demonstrates the Vendor's operation-wide integration of approach and philosophy, including mission statement, core values, and vision. The response describes the Vendor's approach and philosophy and includes mission statement, guiding principles, core values, vision and history in the community. The response describes how the mission and service delivery experiences support a community-based care approach capable of addressing tasks defined in Attachment I. The response supports the Vendor's assertion that their approach is the most advantageous to the state and communities served in Circuits 11 & 16 in reply to the need for an effective community-based child protective system. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	5	_____		
<p>2. The response describes the Vendor's organization and governance structure, depicts clear lines of authority, includes a table of organization and statewide and corporate affiliations; demonstrates how the structure represents a lean, efficient and effective administrative model; and demonstrates experience and achievements in developing a governance model designed to avoid conflicts of interest. The response describes how the Vendor ensures the establishment and maintenance of a community-based approach in the management and delivery of child welfare services and how this model will be oriented to the needs of the Region. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	5	_____		



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ITN Section 4.2.5., COMPANY QUALIFICATIONS AND EXPERIENCE
4.2.5.1 ORGANIZATION AND GOVERNANCE STRUCTURE

QUESTION 1:

How well does the Vendor's company structure demonstrate the ability to deliver its proposed solutions/services including the vendor's track record providing services similar to the one specified in this ITN? How well does the response demonstrate the Vendor's commitment to serve as a Lead Agency to manage and ensure the delivery of an integrated system of care for the provision of foster care and related services?

Max Total Score: 20

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>3. The response describes how the Vendor intends to employ the board governance process described in APPENDIX IX – THE DEPARTMENT'S LEGACY STANDARD CONTRACT ATTACHMENT I Section 5.9, to ensure that the Lead Agency is always governed from a community perspective by maximizing community membership on the governing board and by precluding third party weighted control over board membership. If not, describe what governance structure and selection methods the Vendor will employ to ensure that the Lead Agency is always governed from a community perspective oriented to the communities of the Region. The response includes a listing of the Board of Directors, their names, affiliations, titles, work addresses, terms of office and statewide and corporate affiliations.</p> <p><i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	5	_____		
<p>4. The response demonstrates the specific methods utilized to ensure that the board remains cognizant of and sensitive to the community perspective in providing services over the term of the contract.</p> <p><i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	5	_____		

Max Total Score: 20

Total Assigned Score: _____

Initials: _____

Date: _____



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ITN Section 4.2.5., COMPANY QUALIFICATIONS AND EXPERIENCE

4.2.5.2 EXPERIENCE

QUESTION 2:

How well does the Vendor's experience demonstrate the ability to deliver its proposed solutions/services including the vendor's track record providing services similar to the one specified in this ITN? How well does the response demonstrate the Vendor's commitment to serve as a Lead Agency to manage and ensure the delivery of an integrated system of care for the provision of foster care and related services?

Max Total Score: 5

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>1. The response describes the Vendor's experience in providing CBC or similar services as requested in the ITN and APPENDIX IX – THE DEPARTMENT'S LEGACY STANDARD CONTRACT ATTACHMENT I. The response demonstrates experience working as a Lead Agency or in foster care or related service environments and interfacing with families and governance structures. Experience shown should be work done by the individuals who will be assigned to the work as well as the overall experience of the organization. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	5	_____		

Max Total Score: 5

Total Assigned Score: _____

Initials: _____

Date: _____



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ITN Section 4.2.5., COMPANY QUALIFICATIONS AND EXPERIENCE

4.2.5.3 SUBCONTRACTING

QUESTION 3:

How well does the Vendor's approach to subcontracting demonstrate the experience and capability to deliver its proposed solutions/services including the vendor's track record providing services similar to the one specified in this ITN? Does the Vendor's approach to subcontracting facilitate the delivery of an integrated system of care for the provision of foster care and related services?

Max Total Score: 10

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>1. The response describes the Vendor's process for subcontracting for services. The description includes prohibited agencies/individuals, the competitive procurement process, and provisions related to non-compliance and performance, including how the subcontracted provider will contribute to the Vendor meeting the performance standards established pursuant to the child welfare results-oriented accountability system required by s. 409.997, Florida Statutes. The Vendor shall provide a detailed description of any work to be subcontracted, including information describing the qualifications and relevant experience of any proposed subcontractors which will demonstrate the subcontractor(s)' ability to successfully complete the work described in this ITN. The Vendor describes how they will comply with the restriction on directly providing no more than 35 percent of all child welfare services provided as required by s. 409.988(1), Florida Statutes.</p> <p><i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	5	_____		
<p>2. The response includes a list identifying all subcontracts using APPENDIX VII of the ITN or a plan and approach to vet, identify, recruit and retain subcontractors and a detailed description of the work to be subcontracted with information describing the qualifications and relevant experience of any proposed subcontractors.</p>	5	_____		

Max Total Score: 10

Total Assigned Score: _____

Initials: _____

Date: _____



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**ITN SECTION 4.2.6.1, SERVICES APPROACH AND SOLUTION
 CONTRACT ATTACHMENT I, SECTION 1.5.1 – MANAGEMENT AND ADMINISTRATIVE- GENERAL TASKS
 QUESTION 4:**

How well does the response demonstrate the Vendor's capability and commitment to the overall management and oversight of a Lead Agency in order to meet the needs of children, youth and families? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.5.1 is required.

Max Total Score: 110

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
1. The response demonstrates how the Vendor is able to comply with and keep current with all state laws and rules, federal laws and regulations, Department Operating Procedures, and activities related to the CBC Information System Requirements, and adjust practices to reflect current changes. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	5	_____		
2. The response demonstrates how the Vendor is able to ensure accurate and timely documentation of all services provided in the child's master files in Florida Safe Families Network (FSFN). Response demonstrates actions taken when case managers complete visits of insufficient quality to address issues pertaining to safety and evaluating progress toward case plan outcomes, as well as when case managers do not make concerted efforts to assess and address the risk and safety concerns related to children in their own home or while in foster care. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	25	_____		
3. The response demonstrates how the organization and its subcontractors utilize mobile devices and software tools and what security measures are in place to ensure protection of all data on the mobile device. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	5	_____		
4. The response includes a plan for transportation of children to meet all safety, well-being and permanency needs. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	5	_____		



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ITN SECTION 4.2.6.1, SERVICES APPROACH AND SOLUTION
CONTRACT ATTACHMENT I, SECTION 1.5.1 – MANAGEMENT AND ADMINISTRATIVE- GENERAL TASKS
QUESTION 4:

How well does the response demonstrate the Vendor's capability and commitment to the overall management and oversight of a Lead Agency in order to meet the needs of children, youth and families? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.5.1 is required.

Max Total Score: 110

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
5. The response demonstrates how the organization has complied with and successfully integrated activities related to the Florida Practice Model or other comparable initiative/transformational model related to service provision to children and families. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	25	_____		
6. The response demonstrates the importance of maximizing the federal funding available and how the organization shall ensure maximum federal spending, including a plan to address maximizing Medicaid and other federal funding, through an annual monitoring plan and annual file reviews that will be documented in FSFN. The response includes a plan to address potential changes to the Title IV-E Waiver. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	25	_____		
7. The response demonstrates how the organization will administer the fee collection process for clients and responsibly manage clients' trust funds. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	20	_____		

Max Total Score: 110

Total Assigned Score: _____

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ITN SECTION 4.2.6.2, SERVICES APPROACH AND SOLUTION
CONTRACT ATTACHMENT I, SECTION 1.5.2 - COORDINATION WITH OTHER PROVIDER/ENTITIES

QUESTION 5:

How well does the response demonstrate the Vendor's capability and commitment to an effective level of community collaboration through a process of robust stakeholder integration within the Lead Agency's proposed system of care and ongoing assessment of the system of care's responsiveness by utilizing community partnerships to meeting the needs of children, youth and families?

Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.5.2 is required.

Max Total Score: 60

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>1. The response demonstrates how partnerships with other providers and community stakeholders identified in Section 1.5.2 of Contract Attachment I were developed/maintained to establish a presence in the community, including, but not limited to, interagency or working agreements with Managing Entities, Health Plans, Law Enforcement, Housing Authorities, Workforce Initiatives, and other local organizations. The response describes the Vendor's experience with diverse stakeholder groups in developing community programs. Collaborative activities may include needs assessments, strategic planning, service delivery models, system designs, and research. The Vendor describes leadership strategies to support partnerships with other service providers and/or clinical experts needed to support case managers in the areas of substance abuse, mental health, domestic violence and trauma informed care. The Vendor must provide a description of the Vendor's history of collaborative service delivery to children and families at risk for/or involved in child protective services. This will include information on Vendor's service delivery to children and their families who are at risk for or involved in child protective services in the community and describe the delivery and type of programming delivered, including primary prevention services. Vendor will include examples of previous or current collaboration including the "best practices" applied to the delivery of such service. In addition, the Vendor's response focuses on the <i>outcomes</i> of these collaborative relationships and provides evidence that shows significant achievement of critical performance outcomes in the delivery of such services.</p> <p><i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	20	_____		
<p>2. The response details the process of collaboration with each provider and/or community stakeholder, including protocols for interfacing, partnering and utilizing working agreements to solidify relationships.</p> <p><i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	5	_____		



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ITN SECTION 4.2.6.2, SERVICES APPROACH AND SOLUTION
CONTRACT ATTACHMENT I, SECTION 1.5.2 - COORDINATION WITH OTHER PROVIDER/ENTITIES
QUESTION 5:

How well does the response demonstrate the Vendor's capability and commitment to an effective level of community collaboration through a process of robust stakeholder integration within the Lead Agency's proposed system of care and ongoing assessment of the system of care's responsiveness by utilizing community partnerships to meeting the needs of children, youth and families? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.5.2 is required.

Max Total Score: 60

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>3. The response demonstrates how the Vendor partners with the Department to develop and implement working agreements, including those for prevention services, with the Department's contracted Managing Entities, local Health Plan, and all local law enforcement agencies contained in the Lead Agency's service area. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	5	_____		
<p>4. The response demonstrates how the organization developed system integration, through being a collaborative leader of interagency efforts, cross-program collaboration, vertical/parallel collaboration, neighborhood partnerships, public/private partnerships and/or partnerships with families. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	5	_____		
<p>5. The response includes a written policy and procedure, which includes definitions of all key terms and time frames, for ongoing assessment of the stakeholder's roles and responsiveness in meeting the needs of children, youth and families. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	25	_____		

Max Total Score: 60

Total Assigned Score: _____

Initials: _____

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ITN SECTION 4.2.6.3, SERVICES APPROACH AND SOLUTION
CONTRACT ATTACHMENT I, SECTION 1.5.3 - STAFF DEVELOPMENT AND TRAINING

QUESTION 6:

How well does the response demonstrate the Vendor's capability and commitment to the training of qualified personnel? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.5.3 is required.

Max Total Score: 50

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
1. The response includes a comprehensive staff development and training program for newly hired and experienced staff and caregivers <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	25	_____		
2. The response demonstrates how the organization ensures that all persons providing child welfare services maintain a valid child welfare certification. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	5	_____		
3. The response demonstrates the Vendor's approach to providing and assessing customer service and achieving client satisfaction for both the organization and its sub-contracted Providers. Response includes specific examples of how the Vendor responds to decreased satisfaction of clients and subcontractors. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	20	_____		

Max Total Score: 50

Total Assigned Score: _____

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ITN SECTION 4.2.6.4, SERVICES APPROACH AND SOLUTION
ATTACHMENT I, SECTION 1.5.4 - QUALITY ASSURANCE (QA) AND CONTINUOUS QUALITY IMPROVEMENT (CQI)
QUESTION 7:

How well does the response demonstrate the Vendor's capability and commitment to quality services provided directly by the Lead Agency and sub-contracted agencies? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.5.4 is required.

Max Total Score: 100

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
1. The response includes a comprehensive plan for Quality Assurance/Continuous Quality Improvement (QA/CQI) program that addresses oversight and accountability of the child welfare services continuum, including capacity and resources to sustain ongoing CQI processes. The response demonstrates the use of client outcome and client satisfaction data, as well as the level of staff commitment for this function. The response demonstrates the Vendor's approach to providing customer service and achieving client satisfaction for both the organization and its sub-contracted Providers. Response includes how the Vendor uses customer service/outcome data to improve service delivery. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	25	_____		
2. The response includes a plan to develop and implement an annual Quality Management Plan including a practice framework for conducting QA reviews and how the reviews will be completed. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	25	_____		
3. The response includes a plan to develop and implement a CQI process that will improve practice and policies by adjusting training, practice, and policies based on the results of reviews and provide feedback to staff at all levels. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	25	_____		
4. The response includes how the organization complies with the requirements outlined in the Quality of Practice Standards and Quality Service Review Protocol for a Child and Family including conducting reviews in accordance with established methodology. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	25	_____		

Max Total Score: 100

Total Assigned Score: _____

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**ITN SECTION 4.2.6.5, SERVICES APPROACH AND SOLUTION
CONTRACT ATTACHMENT I, SECTION 1.5.5 - LICENSING TASKS AND RECRUITING, TRAINING AND RETAINING FOSTER FAMILIES**

QUESTION 8:

How well does the response demonstrate the Vendor's capability and commitment to perform licensing tasks and recruiting, training and retaining foster families? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.5.5 is required.

Max Total Score: 310

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
1. The response includes a plan to comply with all licensing required in section 409.175, Florida Statutes, and Chapters 65C-13, and 65C-15, Florida Administrative Code. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	5	_____		
2. The response describes in detail, how the organization will implement the licensing process for family foster homes. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	5	_____		
3. Response describes how the Vendor has successfully collaborated with partner agencies to ensure adequate number of Specialized Therapeutic Foster Homes and group homes. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	100	_____		
4. The response describes actions taken to recruit, train, license and retain a sufficient number and an adequate array of qualified foster homes within Circuits 11 and 16. Fully explains primary objectives and action steps employed to achieve: recruitment; training; licensing and retention of foster families. Explains any challenges and proposed resolutions for services proposed which must be addressed to be effective in meeting the need for qualified foster homes. Response focuses on successful outcomes employed. The response addresses innovative ways to recruit families, training that will be provided to prepare families, supports available to maintain families, and monitoring to ensure families are providing quality care. Response also demonstrates successful innovative actions taken to recruit and retain foster families for children who are 0-5 years of age, sibling groups, LGBTQ, Human Trafficking Victims, etc. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	125	_____		



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ITN SECTION 4.2.6.5, SERVICES APPROACH AND SOLUTION
CONTRACT ATTACHMENT I, SECTION 1.5.5 - LICENSING TASKS AND RECRUITING, TRAINING AND RETAINING FOSTER FAMILIES
QUESTION 8:

How well does the response demonstrate the Vendor's capability and commitment to perform licensing tasks and recruiting, training and retaining foster families? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.5.5 is required.

Max Total Score: 310

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>5. The response defines the Vendor's and subcontractors' responsibility in responding to the needs of foster families. Explains relationship needs as they pertain to the Foster Parent Association for respective communities served. Provides plan for resolution of foster family concerns. Explains philosophy towards partnership with foster care families. The response must also address targeted recruitment efforts in the geographical areas where the majority of children are removed to ensure maintaining the child in the same community, taking into consideration racial and ethnic diversity of the children.</p> <p><i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	75	_____		

Max Total Score: 310

Total Assigned Score: _____

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**ITN SECTION 4.2.6.6, SERVICES APPROACH AND SOLUTION
 CONTRACT ATTACHMENT I, SECTION 1.7.2 - PLACEMENT SERVICES**

QUESTION 9:

How well does the response demonstrate the Vendor's capability and commitment to deliver Placement Services? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.7.2 is required.

Max Total Score: 215

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>1. The response demonstrates quality and timeliness of placement decisions with the child's best interest in mind, finding the right family for the child, minimizing placement moves, bonding/attachment, maintaining siblings together or continue contact with visits and ensures supervision and placement of children twenty-four (24 hours) a day, seven (7) days a week. The plan addresses the placement needs of special populations such as children who are 0-5 years of age, sibling groups, LGBTQ, Human Trafficking Victims, etc. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	100	_____		
<p>2. The response specifically addresses the steps, strategies and actions to avoid group care, especially for those under 6 years of age, while ensuring stability, quality placement and the child's best interest. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	50	_____		
<p>3. The response demonstrates the Vendor's successful approach to secure, approve and review all relative and nonrelative-placements and addresses importance of maintaining the child's connection with relatives and non-relatives when appropriate and in the best interest of the child, maintaining the child in the same community and continuing to search for relatives or significant persons in the child's life. The response describes how home studies are completed and approved prior to placement of the child with anyone, whether a parent, prospective parent, relative or non-relative, in accordance with Florida Statutes. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	50	_____		



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**ITN SECTION 4.2.6.6, SERVICES APPROACH AND SOLUTION
 CONTRACT ATTACHMENT I, SECTION 1.7.2 - PLACEMENT SERVICES
 QUESTION 9:**

How well does the response demonstrate the Vendor's capability and commitment to deliver Placement Services? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.7.2 is required.

Max Total Score: 215

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
4. The response demonstrates how the organization timely coordinates and collaborates with the Department's Interstate Compact on the Placement of Children. The response also demonstrates how the Vendor has successfully addressed out of county placements, including a protocol to ensure ownership and the process utilized to maintain communication with the courtesy case manager. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i>	15	_____		

Max Total Score: 215

Total Assigned Score: _____

Initials: _____

Date: _____



**ITN SECTION 4.2.6.7 and 4.2.6.8, SERVICES APPROACH AND SOLUTION
 CONTRACT ATTACHMENT I, SECTION 1.6.1 & 1.6.2 - CHILD PROTECTION TASKS, SAFETY MANAGEMENT AND FAMILY PRESERVATION SERVICES**

QUESTION 10:

How well does the response demonstrate the Vendor's capability and commitment to ensure the delivery of Child Protection Tasks, Safety Management and Family Preservation Services? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.6.1 and 1.6.2 is required.

Max Total Score: 340

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>1. The response demonstrates how the Vendor operationalizes with fidelity, the Florida Child Welfare Practice Model, or a model related to service provision to children and families, that emphasizes the engagement and empowerment of parents by utilizing a standard approach to safety decision making and risk assessment to achieve child safety while utilizing robust service arrays to meet the needs of the families we serve. The response includes how the organization ensures the delivery of foster care and trauma informed related services based on an assessment of the needs of the family and establishing plans that are individualized to the family, including ensuring accessibility of services – services that are timely, comprehensive and family-friendly without unreasonable barriers – that are provided in the family's home or in the most geographically advantageous location to the family and child.</p> <p><i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	50	_____		
<p>2. The response describes the Vendor's outcomes and successes related to a system that utilizes robust service arrays to meet the needs of the families we serve, including, but not limited to, Family Support services provided to children in high or very high risk households to increase protective factors at a macro level to address barriers to long term safety; Safety Management services provided to unsafe children that immediately and actively protect the child from danger threats in home and out of home; Treatment services provided to parent/caregiver that are utilized to achieve fundamental change in functioning and behavior; and Child Well Being services to ensure certain desired conditions to the life of the child are present and their needs are met. The response describes the Vendor's outcomes and successes related to Accessible Services – services that are</p>	100	_____		



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**ITN SECTION 4.2.6.7 and 4.2.6.8, SERVICES APPROACH AND SOLUTION
CONTRACT ATTACHMENT I, SECTION 1.6.1 & 1.6.2 - CHILD PROTECTION TASKS, SAFETY MANAGEMENT AND FAMILY PRESERVATION SERVICES**

QUESTION 10:

How well does the response demonstrate the Vendor's capability and commitment to ensure the delivery of Child Protection Tasks, Safety Management and Family Preservation Services? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.6.1 and 1.6.2 is required.

Max Total Score: 340

timely, comprehensive and family-friendly without unreasonable barriers that are provided in the family's home or in the most geographically advantageous location to the family and child.

The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>3. The response explains how the Vendor has, implemented strategies to support the expectations, skill development and adequate working conditions for case managers and supervisors to succeed with engaging families, youth and other caregivers in the development of meaningful, individualized case plans and the evaluation of progress towards case plan outcomes, including observable behavioral changes achieved. The Vendor demonstrates an approach for assisting case managers and supervisors with the creation and use of family teams and ongoing teamwork to inform ongoing assessments and decision making. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	100	_____		



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ITN SECTION 4.2.6.7 and 4.2.6.8, SERVICES APPROACH AND SOLUTION
CONTRACT ATTACHMENT I, SECTION 1.6.1 & 1.6.2 - CHILD PROTECTION TASKS, SAFETY MANAGEMENT AND FAMILY PRESERVATION SERVICES

QUESTION 10:

How well does the response demonstrate the Vendor's capability and commitment to ensure the delivery of Child Protection Tasks, Safety Management and Family Preservation Services? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.6.1 and 1.6.2 is required.

Max Total Score: 340

<p>4. The response describes how the organization and any subcontractors ensure coordination with Child Protective Investigators to ensure timely case transfer, timely initiation and management of services upon receipt of each case, and documentation of all follow-up activities. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	20	_____		
<p>5. The response describes how the Vendor and any subcontractors ensure the delivery of coordinated responses when cases are multi-agency involved, including requests from the Department's child protective investigators. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	20	_____		
Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>6. The response describes how the Vendor ensures timely and appropriate responses to Special Condition Referrals that are not investigations but which require prevention services in order to deliver prevention and family support services to assist and strengthen the family in order to prevent future maltreatment. The response elaborates on prevention services and how they are successfully incorporated. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	50	_____		

Max Total Score: 340

Total Assigned Score: _____

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**ITN SECTION 4.2.6.9, SERVICES APPROACH AND SOLUTION
CONTRACT ATTACHMENT I, SECTION 1.7.1 - ADOPTION SERVICES**

QUESTION 11:

How well does the response demonstrate the Vendor's capability and commitment to deliver Adoption Services? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.7.1 is required.

Max Total Score: 250

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
1. Within the context of the Child Welfare Practice, the Vendor fully explains the actions taken to recruit and retain adoptive families, including for special needs children, sibling groups, LGBTQ, Victims of Human Trafficking, etc., ensuring that families recruited meet the needs and best interests of the child, including racial and ethnic diversity of the children awaiting an adoptive home. The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.	100	_____		
2. The response describes how to match children with potential adoptive families appropriately and in a timely manner to avoid disruption of placement. The response included methods the Vendor has successfully implemented to resolve concerning issues prior to initial placement or at a critical juncture to avoid disruption of a pre-adoptive placement. The response describes the process used to update and maintain the Adoption Exchange website. The response describes the methods used to prepare eligible children in out-of-home care for adoption. The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.	100	_____		
3. The response includes a plan that addresses the importance of pre and post adoption services and designates staff for pre and post adoption support services to adoptive families. The response explains how support services to adoptive families are provided following the legal finalization and ensuring communications are in place so that adoptive parents and adopted children know how to access the identified post adoption services. The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.	50	_____		

Max Total Score: 250

Total Assigned Score: _____

Initials: _____

Date: _____



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ITN SECTION 4.2.6.10, SERVICES APPROACH AND SOLUTION
CONTRACT ATTACHMENT I, SECTION 1.8.1 - LIFE SKILLS DEVELOPMENT AND EDUCATION SERVICES
QUESTION 12:

How well does the response demonstrate the Vendor's capability and commitment to deliver Life Skills Development, Independent Living and Health Services to children, youth and families under the Department's care? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.8.1 is required.

Max Total Score: 175

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>1. The response demonstrates the approach utilized by the Vendor to monitor and ensure each child is assessed and receives appropriate life skill development and educational opportunities that addresses how to prepare youth for success by focusing on education, participating in activities that allow youth to have role models/ connections, overcoming barriers that hinder educational success (maintaining enrollment at same school, minimizing delays in enrollment, timely records transfer) normalcy planning, transition planning for youth aging out of foster care. The response includes ways to address the child's needs for special education, tutoring options, advocacy with the school system, early intervention preschool classes, communication with the court and parents and documentation of all the education efforts (i.e. in FSN or other system). <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	75	_____		
<p>2. The response includes an analysis of performance of children in care compared to the performance of all children in Miami-Dade and Monroe Counties related to the following measures:</p> <ul style="list-style-type: none"> a. Attendance Rates for Elementary School, Middle School and High School Students b. Tardiness Rates for Elementary School, Middle School and High School Students c. Average Grades per Grade Level d. Drop-Out Rates per Grade Level e. High School Graduation Rates f. Enrollment Rates in Post-Secondary Education g. Post-Secondary Graduation Rates 	0	0		



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ITN SECTION 4.2.6.10, SERVICES APPROACH AND SOLUTION
CONTRACT ATTACHMENT I, SECTION 1.8.1 - LIFE SKILLS DEVELOPMENT AND EDUCATION SERVICES
QUESTION 12:

How well does the response demonstrate the Vendor's capability and commitment to deliver Life Skills Development, Independent Living and Health Services to children, youth and families under the Department's care? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.8.1 is required.

Max Total Score: 175

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>3. The response demonstrates how the organization actively involves the student in their educational planning, how it is measured, how often the student is formally involved in the planning process, and the response includes an example of the educational plan.</p> <p><i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	25	_____		
<p>4. The response demonstrates the resources dedicated to the execution of, and taking the lead on, the implementation and ongoing management of local action plans for the early development and education of children and youth in out-of-home care to improve the educational, employment and life skill outcomes for children. The response demonstrates how barriers that stand in the way of children doing well in school and work are identified. The plan should also include assisting young children in school readiness, including access to quality child care, Early Head Start or Head Start, early childhood special education, Early Steps, and other early development and learning opportunities. See APPENDIX IX – THE DEPARTMENT'S LEGACY STANDARD CONTRACT ATTACHMENT I, SECTION 1.5.2.8.</p> <p><i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	75	_____		

Max Total Score: 175

Total Assigned Score: _____

Initials: _____

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ITN SECTION 4.2.6.11, SERVICES APPROACH AND SOLUTION
CONTRACT ATTACHMENT I, SECTION 1.8.2 - INDEPENDENT LIVING AND EXTENDED FOSTER CARE
QUESTION 13:

How well does the response demonstrate the Vendor's capability and commitment to deliver Life Skills Development, Independent Living and Health Services to children, youth and families under the Department's care? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.8.2 is required.

Max Total Score: 125

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>1. The response includes a plan to assess the needs of youth, coordinate services to meet those needs and balance the resources within the budget constraints for the delivery of Independent Living Services to youth formerly in foster care. The response includes detailed explanation of how the Vendor will implement a vigorous Independent Living Program, including Extended Foster Care and Road to Independence, through direct case management or subcontracted case management agencies. The response explains how the Vendor will ensure youth involvement in program planning and design, while also involving the youth in the decisions that affect them. The response addresses the approach to transition planning, accountability for finances, monitoring of educational progress, mentoring of youth, and preparation of youth for adult responsibilities by creating permanent connections with adults to provide a foundation for success. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	125	_____		

Max Total Score: 125

Total Assigned Score: _____

Initials: _____

Date: _____



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**ITN SECTION 4.2.6.12, SERVICES APPROACH AND SOLUTION
 CONTRACT ATTACHMENT I, SECTION 1.8.3 - HEALTH SERVICES
 QUESTION 14:**

How well does the response demonstrate the Vendor's capability and commitment to deliver Life Skills Development, Independent Living and Health Services to children, youth and families under the Department's care? Demonstration of how the Vendor has successfully addressed the same or similar issues referenced in Section 1.8.3 is required.

Max Total Score: 175

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>1. The response demonstrates how the organization oversees, coordinates and follows through on requirements for health care services for children in licensed and unlicensed out-of-home care including the assessment of medical, dental, and mental health needs and how to meet those needs in a timely manner. The response describes how the Vendor ensures that each child receives ongoing periodic preventive physical and dental health screenings to identify and avoid potential problems. This includes an assessment of physical and dental health needs identified in the initial comprehensive needs assessment completed on behalf of the child. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	50	_____		
<p>2. The Vendor provided a detailed approach to how they will move current child welfare practice to improve and sustain child welfare and behavioral health integration at the practice and system levels. The approach includes daily practice activities including: parent screening, referral for behavioral health assessment, parent engagement and retention in care/treatment, family-focused treatment, and aligned planning and teamwork. Additionally, the response demonstrated the Vendor's successful approach to joint accountability and shared outcomes, information sharing and data systems, training and staff development, and budgeting and program sustainability. The response demonstrates how the organization incorporates behavioral health integration goals to ensure the provision and follow through of appropriate, timely and consistent mental health services to children with severe emotional disturbance utilizing a team planning model, according to the child's assessed needs. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	125	_____		

Max Total Score: 175

Total Assigned Score: _____

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**ITN SECTION 4.2.6.13, SERVICES APPROACH AND SOLUTION
CONTRACT ATTACHMENT I, SECTION 2 - PERFORMANCE SPECIFICATIONS
QUESTION 15:**

How well does the response demonstrate the Vendor's capability and commitment to meet the performance specifications set forth in APPENDIX IX – THE DEPARTMENT'S LEGACY STANDARD CONTRACT ATTACHMENT I Section 2.1?

Max Total Score: 175

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>1. The response demonstrates the Vendor's approach to using quantitative data and qualitative methods; includes qualitative methods that would be used to inform the quantitative data; and includes mechanisms for effective, timely feedback loops that will provide primary findings and themes, and clear and actionable direction to front-line field staff, case team members and supervisors, management, the Board of Directors, the local community partners, and funding agencies. The response includes a list of any findings from funding or monitoring entities. The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</p>	20	_____		
<p>2. The response demonstrates the Vendor's approach to meeting and monitoring performance outcomes and/or targets; includes methods by which staff and subcontractor agencies are held accountable for performance outcomes and/or targets, including incentives and penalties, if applicable; includes methods to ensure that staff at all levels, and within subcontract agencies, are informed of, and encouraged to achieve, applicable performance outcomes and/or targets. Response includes a specific description of how approaches were improved, or will be improved, for performance measures that were not consistently achieved in the past (Section 1.1 of SNR18FS02ITN). If applicable, the response should include a list of corrective actions required by the Vendor related to performance measures. The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</p>	100	_____		
<p>3. The response demonstrates the Vendor's approach to implementing and monitoring quality assurance and quality improvement systems; includes a systems approach to reviewing case work practice and analyzing and reporting information; includes the use of case reviews to emphasize practice and tell the story behind qualitative data; includes the use of case reviews to analyze why the numbers reflect what they do. The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</p>	50	_____		



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ITN SECTION 4.2.6.13, SERVICES APPROACH AND SOLUTION
CONTRACT ATTACHMENT I, SECTION 2 - PERFORMANCE SPECIFICATIONS

QUESTION 15:

How well does the response demonstrate the Vendor's capability and commitment to meet the performance specifications set forth in APPENDIX IX – THE DEPARTMENT'S LEGACY STANDARD CONTRACT ATTACHMENT I Section 2.1?

Max Total Score: 175

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>4. The response demonstrates the Vendor's approach to reporting, analyzing, and tracking critical incidents (incident reporting) and complaints related to client, stakeholder, employee, family and foster parent groups; includes how trending data from incidents and stakeholder complaints is incorporated into the quality assurance process. <i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	5	_____		

Max Total Score: 175

Total Assigned Score: _____

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ITN SECTION 4.2.7 CORE TEAM AND STAFFING

4.2.7.1 LEADERSHIP TEAM

QUESTION 16:

How well does the response describe the qualifications and credentials of the Vendor's leadership team?

Max Total Score: 55

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
1. The response describes the qualifications and credentials of the Vendor's leadership team with an explanation of why the leadership team is qualified to lead their CBC organization in meeting the needs of the ITN. The response includes resumes for the following key leadership personnel, or their equivalents, describing their work experience, education, and training as it relates to the requirements of this ITN and APPENDIX IX – THE DEPARTMENT'S LEGACY STANDARD CONTRACT ATTACHMENT I : Chief Executive, Chief Operation Officer, Chief Financial Officer, and all Board Members.	5	_____		
2. The response includes a table of organization and identifies key roles including, but not limited to, program management, program development, financial management, quality assurance, and information systems. For each key position, duties, responsibilities and succession planning are included.	50	_____		

Max Total Score: 55

Total Assigned Score: _____

Initials: _____

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ITN SECTION 4.2.7 CORE TEAM AND STAFFING
4.2.7.2 DIRECT SERVICE STAFFING

QUESTION 17:

How well does the response demonstrate the Vendor's capability and commitment to recruit and retain key personnel and direct service personnel as referenced in **APPENDIX IX- THE DEPARTMENT'S LEGACY STANDARD CONTRACT ATTACHMENT I, SECTION 1.9.1.** that are essential to this project?

Max Total Score: 250

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
<p>1. The response includes an operational approach (including sub-contracted Case Management Organizations) to the recruitment, training, and supervision of qualified direct service personnel (APPENDIX IX – THE DEPARTMENT'S LEGACY STANDARD CONTRACT ATTACHMENT I, Section 1.9.1). The response defines the approach to recruitment of culturally diverse staff able to meet the unique cultural needs of the community. The response includes the proposed outline or hierarchical structure with determinations on how staff will be organized by caseload, function and subcontractor duty. The approach should emphasize practices to ensure caseloads and number of children are maintained at appropriate, effective and manageable levels in accordance with the Child Welfare League of America standards. Functions to be staffed by Vendor must be clearly demarcated from those proposed for subcontracting. The response emphasizes practices performed to train, supervise and maintain qualified personnel with the goal of minimal caseload disruption.</p> <p><i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	100	_____		
<p>2. The response specifically demonstrates what is done to reduce case manager turnover and promote stability of the workforce. The response includes turnover rates of case managers and other key personnel, and how those rates are calculated, for all proposed subcontracted providers. The response addresses all applicable personnel grievance and conflict resolution practices.</p> <p><i>The response should include examples of how the Vendor has successfully addressed the same or similar issue(s). The response should not merely be a reiteration of key points from this ITN nor a general description of what will be done.</i></p>	150	_____		

Max Total Score: 250

Total Assigned Score: _____

Initials: _____

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ITN Section 4.2.8.1., TRANSITION PLAN
CONTRACT ATTACHMENT I, SECTION 1.4.5

QUESTION 18:

How well does the response demonstrate the Vendor’s capability and commitment to serve as a Lead Agency to manage and ensure the transition of an integrated system of care for the provision of foster care and related services?

The response should describe specifically HOW the Vendor will ensure the seamless transition of services and should not merely be a reiteration of key points from this ITN.

Max Total Score: 150

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
1. The response includes a proposed transition timeframe for the transfer to or from a successor of staff, equipment, case management services, administrative services and functions, and sub-contracted services, that is delineated by program area and geographic region. This timeframe must provide for the initiation of transition activities no less than 180 days prior to expiration of the contract term, as well as the successful completion of all transition activities upon expiration. Specific transition activities are identified, responsibility assigned and time frames for accomplishment stated.	25	_____		
2. The response includes identification of any additional transition services or functions required by the Provider, the Department, or successor and any third party, as necessary, to ensure a seamless transition in planning, management and service delivery, and the proposed means of implementation.	25	_____		
3. The response includes provisions and timetables for the preparation and transfer of existing personnel, where appropriate, to a successor to ensure continuity of service and seamless transition throughout the phase-out process.	25	_____		
4. The response includes provisions and timetables for informing and educating consumers, staff, stakeholders, community partners and others on issues relating to the transition as may be appropriate.	25	_____		
5. The response includes provision for the orderly interim and final transfer of all contract related records and information from the provider to a successor, including, but not limited to: client files, client demographics, financial records and back-up.	25	_____		



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**ITN Section 4.2.8.1., TRANSITION PLAN
CONTRACT ATTACHMENT I, SECTION 1.4.5**

QUESTION 18:

How well does the response demonstrate the Vendor's capability and commitment to serve as a Lead Agency to manage and ensure the transition of an integrated system of care for the provision of foster care and related services?

The response should describe specifically HOW the Vendor will ensure the seamless transition of services and should not merely be a reiteration of key points from this ITN.

Max Total Score: 150

Consideration	Max Score	Assigned Score	Page #(s)	Notes/Comments
6. The response recognizes the need to ensure a smooth transition in planning, management and services, the transition plan ensures that the Provider's successor will be an active partner in all transition activities. The transition plan shall address the need for appropriate agreements providing access by a successor and third parties to Provider records and information reasonably necessary to ensure proper planning and ensure child safety and continuity of service to families being served during and after the transition period. This includes, but is not limited to an updated inventory report listing all tangible personal property; financial reports including, but not limited to detailed expenditures covering the period from the effective date of the contract through the month preceding the date of the Termination Notice; a copy of all subcontracts held by the Provider, copies of the most recent monitoring reports, and year-to-date expenditure reports for each; and a detailed personnel report that includes all positions funded in whole or part through this contract, vacant positions, and projected vacancies.	25	_____		

Max Total Score: 150

Total Assigned Score: _____

Initials: _____

Date: _____