



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

Rick Scott
Governor

Mike Carroll
Secretary

DATE: February 5, 2018

Patricia Medlock
Regional Managing Director

TO: Prospective Respondents to ITN# 20181801CPINER - Child Protective Investigation (CPI) Training Program

FROM: Lori McCray, Procurement Manager

SUBJECT: Vendor Questions – Department Responses

The Department responses are in [Blue](#).

Question 1: What is the reasoning for the Department's requirement of obtaining adequate training space?

Response 1: Rather, as discussed in Section 3.6.5, it is **preferred** that the successful vendor be **capable** of obtaining training space to provide training services in various NER locations, as needed. The rationale for this is multifaceted:

1) Section 3.3.1, being responsive to hiring and training needs of the NER.

- The NER does have available space for trainings in certain locations, and the successful vendor may use it as available.
 - However, should the Dept. space be unavailable, or already reserved for another use - the successful vendor could rent training space, as eligible, to meet the need.
 - Also, if training is needed in an area where there is no Dept. space - the successful vendor could rent training space, as eligible, to meet the need.

2) Section 3.10.2.8, maximizing Title IV-E allowable expenditures.

- Rent/training room, and travel costs related to IV-E trainings are allowable expenditures and may be charged to Title IV-E (BATR1), if the topics being trained are eligible. (See Title IV-E Eligibility Table, ITN Section 3.10.2.9).

3) Also, enhances the NER's recruiting and retention.

- Trainees/participants would not have to be away from their home and/or travel back and forth for training.

4) Additionally, is cost effective.

- When trainees/participants attend trainings outside of their local area, the NER incurs significant travel expenses. It is more cost effective for 1 trainer to travel to the area(s) where the trainees and participants are located.

Question 2: Does the Department expect funding for this project to be the same as what is outlined in the current contract?

Response 2: The expected funding for this project will be negotiated with the selected vendor in conjunction with their proposed budget and services, and subject to the availability of funds. Section 3.9.1.2 discusses incentive funds available with additional Title IV-E (BATR1) funding that can be added to the contract in conjunction with the successful vendor's delivery of eligible Title IV-E training services, and related eligible Title IV-E expenses to support it.

- See Section 3.9.1.2. INCENTIVE.
- See Section 3.10.2.9 Title IV-E Eligibility Table outlining the costs that can be charged and the eligible topics for delivery of Title IV-E Trainings.
- Also, see the federal reference that outlines allowable Title IV-E expenses in the Child Welfare Policy Manual 8.1 H, Question 1:
https://www.acf.hhs.gov/cwpm/public_html/programs/cb/laws_policies/laws/cwpm/policy_dsp.jsp?citID=116
- See also Response 8.

Question 3: If the Departments expects funding for this project to be different, will it be substantially higher?

Response 3: See Response 2, and Response 8.

Question 4: Does the Department expect the successful vendor to provide concurrent training cycles?

Response 4: Optimal delivery is:

- Section 3.4.2.1, cycles available to occur every month in needed NER location(s)
- Section 3.3.1, cycles would occur in response to the NER's hiring and training needs - which may include overlapping and/or concurrent cycles.

Question 5: Are there any contract performance concerns with the current vendor?

Response 5: Section – N/A. To date of this response, there are no contract performance concerns with the current vendor.

Question 6: What are the strengths of the current vendor?

Response 6: Section - N/A. A strength of any vendor would be to have no contract performance concerns. See Response 5 above.

Question 7: What are the areas of improvement for the current vendor?

Response 7: Section - N/A. Section 3 of the ITN states the selected vendor shall perform the tasks and be compensated in the manner set forth in the resulting agreement in accordance with all terms thereof. The final resulting agreement will be negotiated with the successful vendor.

Question 8: What is the Department's training budget for the Northeast Region?

Response 8: Section – N/A. The Department's training budget is not yet available and is pending the Approved Operating Budget for FY 18/19 – 20/21. The final budget for this contract will be negotiated with the selected vendor in conjunction with their proposed budget and services, and subject to the availability of funds.

Question 9: What is needed and/or wanted in Department's ala carte training schedule?

Response 9: See Section 3.4 of the ITN, training services such as those outlined in the Task List. The Task List will be finalized during negotiations with the successful vendor.

Question 10: What is the current structure of the CPI field training component?

Response 10: See Section 1.5.2 - Field Training.

The current CPI field training component structure is as follows:

- The direct supervisor of the CPI trainee (new hire) takes on the responsibility of ensuring the CPI gets an array of field knowledge. This knowledge may include, but is not limited to observing CPT, court proceedings, or field interviews by a seasoned CPI.
- They have a structured field guide that the CPIS, or designee, should be keeping with the trainee ensuring they are covering everything that is supposed to be done (either prior to, or during the structured field days during pre-service when they are back in the units).

Question 11: Is there any opposition to training CPIs and case managers together?

Response 11: There is no opposition to training CPIs and case managers together, but as per Section 3.2.1 the successful vendor shall develop and deliver a comprehensive and enhanced professional Child Protective Investigation (CPI) training program to meet the specific needs of the Northeast Region.