

PROCUREMENT QUESTIONS
Connecticut Project Longevity

General RFP Questions:

1. Can you please provide the required outline for each program that the RFP states must be followed and can be found in Section IV? Is that pages 7-10 of the RFP? We should use the format of those 3 pages as our table of contents?

Yes. Along with the table of contents and executive summary, please provide the information, and respond to the questions, beginning on the middle of page 7 and ending on the middle of page 11, as well as the subsequent questions noted in the cost proposal. The content of the budget should be provided in the provided budget template.

2. Is the contract term February 15 - June 30, 2023 (see page 2) or beginning on February 1 (see page 8, "g. Service capacity/delivery/process"?)

The contract term will begin as soon as The Center makes an award and a contract can be negotiated and executed, but no later than February 15.

3. Originally, Project Longevity entailed meetings with the clients at their homes. Will this be expected in this new model?

Outreach workers can be expected to visit PL clients in their homes. Care coordinators probably would not be expected to do so expect in extraordinary cases.

4. The funding as cited three of the RFPs is for 4 months, in order to sustain the program, could you give us estimates of the continued funding for the different services so that we can project annual budget?

CT Project Longevity program is funded by the CT General Assembly. We cannot expend this program year's funds after June 30, 2023. While we fully anticipate renewed funding, at least the same funding level, effective July 1, this is not guaranteed, so we cannot make contractual commitments beyond June 30, 2023.

5. If the services are continued, will unspent monies be able to be used in the new program year?

Usually, unused program funds are returned to the general fund at the end of the program year. We anticipate this would be true of the core funding for Project Longevity as well.

6. The timeline for this grant is extremely tight. Could you give us an estimate of the date on which you will notify successful bidders?

We do apologize for the tight timing, but we want these services to begin as soon as possible. We make every effort to make an award decision as early in January as

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possible, so that contracts can be negotiated and executed, and services can begin in February.

7. Will the clientele primarily be referred by the police?

The core Project Longevity staff work with the police, probation, parole, reentry centers, the Department of Corrections, and other community and state partners to identify potential clients. Outreach workers will also identify possible clients. In most cases, the core PL staff will refer clients to the housing and care coordinators as appropriate.

8. Several of the RFPs have a grant term that runs from February 15, 2023 – June 30, 2023 or c. 4 ½ months. Is this correct?

Yes. CT Project Longevity program is funded by the CT General Assembly. We cannot expend this program year's funds after June 30, 2023. While we anticipate renewed funding effective July 1, this is not guaranteed, so we cannot make contractual commitments beyond June 30, 2023.

9. Do any of the programs have an existing provider?

No, these are all new procurements.

10. Is there a possibility for a year of funding once the 4 month period is over and exceeded goals?

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11. Is the funding federal?

The funding is provided by the Connecticut General Assembly using general fund dollars. In the case of the Housing RFP, there is federal funding involved, which allows for a 2-year period of funding to be implemented.

12. Is the amount listed in the RFP for all sites or just one site.

The estimated amount available, in each RFP, is for each site. Please note that bidders can bid on one site, or multiple sites...but if they bid on multiple sites they have to submit a specific proposal for each site.

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Questions on Outreach RFP

1. What is the nature if the outreach needed? Are Peacebuilders expected to function like law enforcement?

No. the nature of the outreach is to convey the message that we want at risk individuals safe, alive, and free. Outreach workers will work with core Project Longevity staff, the police department, probation, parole, and other partners to identify at risk individuals. Once identified, outreach workers should contact these individuals (which may happen in numerous ways in numerous contexts) and indicate 1) it is probably not a good idea to keep doing what they are doing, and 2) that Project Longevity has resources that can help them move a different direction. Of course, this message may not work the first time, and outreach workers are expected to keep sending that message in hopes that it will be received and acted on.

2. Can youth who qualify for our program also be enrolled at COMPASS?

There is no prohibition against co-enrolling youth in Project Longevity and COMPASS, or any other specific youth program.

3. Will we have a background reference on troubled teens or adults to guide us, so that we know how to assist them?

We will be working with referral agencies that will often provide information on the risk factors and history of a client that is referred. However, outreach efforts will also include interacting with individuals not referred by other agencies, in which case this information will need to be developed as the relationship with the individual and the outreach worker evolves.

4. Is there a special protocol that is in place for clients that struggle with mental health

We have a coordinated care model with resources available for mental health to which a client can be referred. We will also be training all outreach workers in mental health first aid.

5. Will Law enforcement be willing to share information so that we are better informed about the issue on hand.

The Project Longevity approach includes working closely with the police department, probation, and parole to identify potential clients. Information regarding their recent criminal history and associations will be shared on a regular basis.

6. Will the Justice Education Center be providing any advances to establish certain needs and how will pay periods be conducted?

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Organizations (or, potentially, an individual outreach worker) may invoice the center for reasonable start-up costs. These need to be reflected in the proposed budget template. Payment for work performed will be done on a monthly basis following the submittal of an invoice or timesheet as appropriate.

7. Is 90k the budget for just the outreach because that is not enough funds to conduct housing reserves?

The estimated amount per site available for outreach is only to fund the outreach efforts. In addition to services and resource provided by Project Longevity core staff, support services, housing, and drivers education are being funded through Project Longevity's other RFPs.

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Driver's Education RFP

1. The contract Term is listed as February 15 2023 to June 30 2023. What is expected to occur in that time range? Note that with many of our students, the driver's ed process can take 6-12 months.

CT Project Longevity program is funded by the CT General Assembly. We cannot expend this program year's funds after June 30, 2023. While we anticipate renewed funding effective July 1, this is not guaranteed, so we cannot make contractual commitments beyond June 30, 2023. However, due to the nature of driver's education services, we anticipate we would pay an "tuition payment" at the start of the students' participation that covers all of the services required for the student to receive their license. So, even if the student continues following June 30, 2023, the tuition payment has already been made.

2. We are unclear on what you are looking for in the budget template. Can you clarify what information that template is meant to show?

In the case of driver's education services, you can use one line, contractual, to reflect the per student unit cost of your program. If there are different unit costs for different services, list them separately, noting the unit cost and the anticipated number of students to be served.

3. In the Drivers Ed. component, will the awardee be expected to do the actual training or could it be subcontracted out?

The expectation that the awardee will do the actual training

4. Considering the population of served clients may have a history of crime across a spectrum of types, how will the safety and security of the selected vendor's instruction teams be considered and assured?

The core Project Longevity staff will not refer individuals to driver's education if there is an extreme risk level. However, there is always some risk, even drawing from the general public. The safety of instructors is not something The Center can guarantee and is the responsibility of the respondent.

5. What attachments are required?

The only attachments required for the driver's education RFP is the required budget template.

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The Housing RFP

1. Was the Housing component's bidders' conference recorded? If so, where would we access the recording?

The housing components bidder's conference was recorded and will be posted to The Center's website in the RFP section.

2. Will you be sending out a list of agencies that attended the bidders' conference?

Only one agency attended the bidder's conference: Columbus House.

3. Is there a cap on the Administration rates bidders can propose?

Yes. Administration and Overhead is capped at 18% and should be detailed and reflected in the provided budget template.

4. Could you provide more detail about the report requirements expected of the successful bidders? That is, will the successful bidders be required to use a database other than CTs HMIS/caseworthy, and what is the expected frequency of reports required.

Successful bidders will be expected to enter data into CT HMIS /caseworthy as necessary to facilitate payment of housing costs. Successful bidders will also be expected to provide status updates on clients referred to the housing coordinator in the Project Longevity case management software, Veoci. The successful bidder will also be expected to provide an update on the number of clients served and their status as part of the invoice they submit on a monthly basis.