

Coaching for Intake Family Services Supervisors and Specialists

PROPOSALS ARE DUE NO LATER THAN April 5, 2024

RFP10111

BUYER:
Division of Child Protection Services

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Q1: How many total staff members are employed by your agency? How many total staff members would you like to receive coaching services?

A1: Child Protection Services has a total of 255 staff. The coaching RFP is focused on approximately 20 of these staff.

Q2: Are there any budget concerns bidders should take into consideration (such as minimums, maximums, payment timeline constraints, etc.)?

A2: We do not have budget concerns, but are interested in the best value.

Q3: Is there a price form to use for submitting proposal services and costs?

A3: We do not have a specific cost proposal format.

Q4: Are you considering vendors from out of state?

A4: Out of state vendors are welcome to submit proposals.

Q5: Can the coaching work be completely virtually?

A5: While some coaching could be done virtually, we are looking for the majority of it to be in person and on site.

Q6: I am inquiring what type of training is required for this contract?

A6: We are looking for coaching for our Intake staff based on our current policy and practice.

Q7: I also need to know the timeframe and number of students that will require this training?

A7: We envision the coaching to start no later than this fall and will be focused on approximately 20 staff including those receiving reports, screening reports, and supervising the program. CPS staff from the training, program, and continuous quality improvement until will be involved to build their skills in assessment and coaching.

Q8: How much time is expected for the onsite observation component? Are you open to any of the elements being virtual?

A8: The time onsite would be flexible, pending the needs of each staff. Some elements could be virtual; however, the majority of the work would be onsite coaching.

Q9: Does CPS have established / expected tools and strategies around the key areas of focus for coaching as listed on Page 6?

A9: CPS' work with families is based on the Comprehensive Safety Model for intervention. We have specific criteria for information gathering and determining next steps for our agency. The coaching would be based on the model, gathering sufficient information, and making accurate screening decisions based on danger.

Q10: Will CPS be measuring the desired outcomes (page 6) of the coaching process, or will the provider be expected to do so? If the provider is expected to measure the outcomes, what data will be made available by CPS?

A10: The desired outcome would be increased competency, effectiveness, and efficiency in the CPS unit. The desired outcomes could be measured by fidelity reviews and/or data available through our CPS database.

Q11: My agency has a federally-negotiated Indirect Cost Rate that it applies absent notice of an agency-required cap on indirect costs. Does CPS or this project have any limitations on Indirect Costs?

A11: CPS is looking for the best value for the work provided.

Q12: Is there an incumbent agency performing any of this work, and if so, who are they?

A12: No.

Q13: Does CPS want the provider to train internal staff members as coaches to build internal capacity and sustainability of the work?

A13: Yes. There are two supervisors that would be trained to be coaches to the staff.