



New Mexico Children,
Youth & Families Department

Questions / Responses
RFP No. 90-690-20-15627

Statewide Community Based Home Visiting Level II Services

1. Do I need to complete the process with the [redacted] home-visiting program since we are MIECHV funded? We are not looking to expand at this time. *If you are on a contract with CYFD for MIECHV through a federal grant, you **do not** need to apply to this RFP to maintain your current MIECHV program. Keep in mind, this RFP is specific to State Funded Home Visiting programs which is a different model than the Federal MIECHV model.*
2. Are only current CYFD Home Visiting Providers eligible to apply for the Statewide Community Based Home Visiting Level II Services RFP? *Yes, per the RFP, Section I.C.1., currently CYFD State-Funded Home Visiting Programs: currently state-funded Home Visiting programs may respond to expand, add Level II services or change the composition of their existing program.*
3. Is this RFP open to Offerors that currently **are not** Home Visiting Providers or is open only to Offerors that are current Home Visiting Providers. The RFP references a great deal to deliverables for current providers, however, it does state that all Offerors proposing Home Visiting Level II Services, must adhere to Level I Home Visiting as the foundational component of all State Home Visiting Services. The aforementioned leaves me thinking that the RFP is open to all interested parties. *No to be considered, you must be currently funded by CYFD for Home Visiting Services. Refer to RFP, Section I.C.1. Currently CYFD State-Funded Home Visiting Programs: **currently state-funded Home Visiting programs may respond to expand, add Level II services or change the composition of their existing program.***
4. I have a question regarding attendance to the pre-conference of RFP #90-690-20-15627. Can I use my existing home visiting budget money for travel/accommodation to attend Pre-conference? I don't think so, but I thought I would ask. *No, you cannot charge CYFD for mileage under your current contract to participate in any activities/requirements under this RFP. Pursuant to Section II, Article C – General Requirements, Paragraph 2. Incurring Costs: Any cost incurred by the potential Offeror in preparation, transmittal, and/or presentation of any proposal or material submitted in response to this RFP shall be borne solely by the Offeror.*
5. Is the MIECHV the same as Level I Home Visiting? *No, it is not the same. The services under this RFP are "Standards-Based Home Visiting Services"; whereas, Federal MIECHV is Evidence Based and is a different model than the State-Funded Home Visiting.*
 - a. If it is the same, we have a contract in place for Home Visiting I that is due to expire June 20, 2020. Therefore, do we have to write for this RFP in order to maintain our contract?

- i. If you are currently with CYFD for Federal Funds under the MIECHV grant, you do not need to apply to this RFP if your intent is to remain Federally Funded.
 - ii. If you are currently funded through CYFD for State –Funded Home Visiting Services and you want to maintain your current contract as is with no changes, you do not need to reply to this RFP.
 - iii. If you currently funded through CYFD for State – Funded Home Visiting Services and wish to expand, add Level II services or change the composition of their existing program, you will need to respond to this RFP for consideration.
 - b. To ensure I am understanding the MIECHV RFP information that has been sent out by email to our program. The information sent is for Level II programs and we are a Level I program and intend to remain Level I for the FY19-20. Please confirm this RFP information does not pertain to us. The Courtesy Notice CYFD sent out to all of CYFD Home Visiting Providers through a Listserve listing. Keep in mind, the Courtesy Notice was very specific and referenced the Statewide Community-Based Home Visiting Level II Services. This RFP applies to those who are currently funded through CYFD for State – Funded Home Visiting Services and wish to expand, add Level II services or change the composition of their existing program, you will need to respond to this RFP for consideration.
6. I need clarification on RFP 90-690-20-15627. Our Level II Home Visiting contract ends June 30, 2020. Is RFP 90-690-20-15627 just an enhancement to our services? Or must we write for this RFP if we want to keep our contract or do we write only if we want enhanced services? If you are currently contracted with CYFD for State funded Home Visiting Services and your contract is valid through June30, 2020, and you want to:
- a. maintain your current contract as is with no changes, you do not need to reply to this RFP.
 - b. expand, add Level II services or change the composition of their existing program, you will need to If you currently funded through CYFD for State – Funded Home Visiting Services and wish to expand, add Level II services or change the composition of their existing program, you will need to respond to this RFP for consideration.
7. Please clarify where the sequence of events is located. I clicked on the excel sheet and it talks only about vendors. Refer to page 15, Section II.A of the RFP.
8. We currently have a contract to provide home visiting service (level 1) and our contract ends June 2019: a.
- a. Will there be another RFP issued before June for Level I home visiting? At this time, CYFD is seeking Home Visiting Level II Services. When CYFD has funding opportunities, we solicit all Agency RFP's on the CYFD website. You may refer to the following link for all currently issued RFP's by our Agency: <https://cyfd.org/for-providers/rfp>.
 - b. Are programs expected to apply for this RFP level 2 and awarded based on qualifications? No, programs are not expected to apply. Currently funded programs may apply if they intend to expand, add Level II services or change the composition of their existing program.
9. The proposal is requesting the most recent years independently audited financial statement, as well as, financial statements for the preceding three years. If I provide independently audited financial statements that cover 2016, 2017 and 2018 will that suffice for this requirement or do I need to provide the most recent years independently audited financial statement (which covered 2018 and 2017) and provide unaudited calendar or fiscal year financial statements for 2016, 2017 and 2018? In accordance to RFP Section IV.C.4 – Financial Statements, you must submit the Financial Stability shall be provided only in the electronic copy of your proposal. Offerors must submit an electronic copy of the most recent years independently audited financial statements and the most current 10K, as well as financial statements for the preceding three years, if they exist. If you provide 2016, 2017 and 2018, that should suffices as long as your submission included the audit opinion, the balance sheet, and statements of income, retained earnings, cash flows, and the

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notes to the financial statements. If independently audited financial statements do not exist, Offeror must state the reason and, instead, submit sufficient information (e.g. D & B report) to enable the Evaluation Committee to assess the financial stability of the Offeror.

10. Can FIT Environmental Risk be considered Specialized Group? You will need to justify in your proposal the type of Level II specialized Home Visiting Services you plan to provide to families who fall under the category of “Environmental Risk” Under the New Mexico Part C program and how this will meet the definition of Level II Specialized Services.
11. Do you have to be contracted for Level I to do a Level II RFP? Yes, to be considered, you must be a current CYFD State-funded Home Visiting provide, refer to RFP, Section I.C.1. currently state-funded Home Visiting programs may respond to expand, add Level II services or change the composition of their existing program.

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