

First Amendment to the Iowa Department of Human Services Child Care Business Services Request for Proposal

This Amendment to RFP Number ACFS 22-001 is effective as of August 27, 2020.

The RFP is amended as follows:

Revision 1. Section 1.2, *Definitions Specific to this RFP* (Pages 3-4) is amended to reflect the below updated definition for "Child Care Center Administrator(s)" and "Enrollment Percentage". This section is amended by deleting what is stricken and adding the red, underlined language.

“Child Care Center Administrator(s)” means the individual(s) responsible for administration of a licensed child care center. This could include, but is not limited to, roles such as director, co-director or owner.

“Enrollment Percentage” means the percentage of child care spots filled with enrolled children relative to the total number of slots available in a particular child care program ~~in which a child has been enrolled.~~

Revision 2. Section 1.3.2, Performance Measures (Page 7) is amended by deleting what was stricken, adding red, underlined language, and renumbering of bullets.

The Contractor shall meet the following performance measures:

1. 80% of participants who finish the training described in 1.3.1(A)1 and 1.3.1(B)1 will show an increase in knowledge from pre-assessment to post-assessment.
2. 80% of participants who finish the training described in 1.3.1(A)1 and ~~1.3.1(B)1 that are still in the field~~ who are still working in a Child Care Center Administrator role in an Iowa licensed center in one year will complete the follow-up assessment described in 1.3.1(A)4.
3. 80% of participants who finish the training described in 1.3.1(B)1 and who are still operating a registered Child Development Home in one year will complete the follow-up assessment described in 1.3.1(B)4.
- ~~3-4.~~ 50% of participants who complete the follow-up will be implementing at least 50% of the business practices covered in the training described in 1.3.1(A)1 and 1.3.1(B)1.
- ~~4-5.~~ 80% of Agency staff that receive TA from the Contractor will be satisfied with TA provided.
- ~~5-6.~~ A minimum of 15% of all eligible Child Care Center Administrators shall participate in Coaching.
- ~~6-7.~~ A minimum of 15% of all eligible Child Development Home Administrators shall participate in Coaching.
- ~~7-8.~~ 100% of all reporting requirements described in section 1.3.1 D shall be met.

Revision 3. Section 3.1 *Bid Proposal Formatting* (Page 14) is amended to reflect the below updated "Envelope Contents and Labeling" section, and "USB Flash Drive" section by adding red, underlined language and deleting what was stricken.

Envelope Contents and Labeling

- Envelopes shall be addressed to the Issuing Officer.
- The envelope containing the original Bid Proposal shall be labeled “original”.
- The Original Technical and Cost Proposals must be packaged separately with each in its own envelope. All envelopes may be included in the same box.
- The Technical Proposal and Cost Proposal must be provided on separate USB flash drives.
- The envelopes containing e-electronic copies on USB flash drives shall be labeled “Electronic-Copies – Technical Proposal” and “Electronic-~~Copies~~Copy – Cost Proposal”.

USB Flash Drive

- ~~Submit six (6) original e-copies on USB flash drive.~~
- Submit one (1) electronic copy of the Technical Proposal on four (4) separate USB flash drives.
- Submit one (1) electronic copy of the Cost Proposal on one (1) USB flash drive.
- The Technical Proposal and Cost Proposal must be provided on separate USB flash drives, resulting in a total of five (5) USB flash drives.
- The Technical Proposal must be saved in less than three files, with a preference for the entire Technical Proposal in one file. Proposals shall be provided in either PDF or Microsoft Word format. Files shall be text-based and not scanned image(s) and shall be searchable and not password protected or contain restrictions that prevent copying, saving, highlighting, or printing of the contents.