RFP# FWBP-CC-24-144

Business Incentive Child Care Slot Grant

Attachment H Technical Response Template

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| **Bidder:**  |  |

**Overview:**

This document provides questions and prompts for the Bidder to address each section of the Scope of Work in the Business Incentive Child Care Slot Grant Request for Proposal (RFP). References to “you,” “the Bidder,” “Bidders,” etc. all refer to the organization that is submitting a proposal in response to this RFP. The Bidder should complete this document with details of its proposed approach for the Scope of Work detailed in the RFP document.

**Instructions:**

Please use the yellow shaded fields to indicate your answers to the following questions. The yellow fields will automatically expand to accommodate content. Every attempt should be made to preserve the original format of this form. A completed Technical Response Template is a requirement for proposal submission. Failure to complete and submit this form may impact your proposal’s responsiveness. Responses to each component and section should fully address all requirements of the relevant Scope of Work. Bid responses should provide sufficient detail so that the Agency can understand and evaluate the Bidder’s approach and should not merely repeat the questions. Bidders are given wide latitude in the degree of detail they offer or the extent to which they reveal plans, designs, examples, processes, and procedures. Bidders do not need to address any responsibilities that are specifically designated as Agency responsibilities.

Note: Any tables or other exhibits referenced in the relevant answer field should be included behind Tab 2 as a legible accurately referenced Attachment.

Proposals shall identify any deviations from the specifications the Bidder cannot satisfy. Bid Proposals shall not contain promotional or display materials unless specifically required. If a Bidder proposes more than one method of meeting the RFP requirements, each method must be drafted and submitted as separate Bid Proposals. Each will be evaluated separately.

**SECTION 1**

Please note, the page limit for Section 1 is limited to **5** pages, including any associated Attachments.

1. **Overview/Executive Summary and Background**
Provide an overview/executive summary of your proposal. In addition, please provide the following:
	* List any details of whether the Bidder or any owners, officers, primary partners, staff providing services or any owners, officers, primary partners, or staff providing services of any subcontractor who may be involved with providing the services sought in this RFP, have ever had a founded child or dependent adult abuse report, or been convicted of a felony; and
	* Provide a description of experience managing subcontractors, if the Bidder proposes to use subcontractors.

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**SECTION 2**

The bidder shall describe their approach to meeting the Scope of Work in Section 1.3.1. Please note, the page limit for Section 2 is limited to **10** pages, including any associated Attachments.

1. **Section 1.3.1(1)**
Describe your approach to meet with the Iowa Women's Foundation, contracted by the Iowa Economic Development Authority (IEDA) for employer engagement services, to address any operational challenges and develop sustainability plans for engagement in employee child care solutions.

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1. **Section 1.3.1(2)**

Describe your approach to develop a written agreement with one or more licensed or registered child care facilities that shall, at a minimum, include what services are part of the agreement and the rate of payment for those services.

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1. **Section 1.3.1(3)**
Describe how you will develop, implement and adhere to an Agency-approved plan to provide child care services from one or more licensed or registered child care facilities for your employees’ children. The plan shall be implemented and effective no later than January 2024 and shall, at a minimum, achieve the following:
	* Do one or more of the following:
		+ secure additional slots at a child care facility
		+ Reduce child care costs for employees
		+ Pay the difference between full-time and part-time cost of care when employees need to secure slots but do not require full-time service.
	* Not remove any children from currently existing slots or cause other families that are not employees of the Contractor to be moved down on a waiting list.

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1. **Section 1.3.1(4)**
Describe how you plan to meet all reporting and data requirements which outlines:
	* + Number of families served by the employer’s program
		+ Number of children served by the employer’s program
		+ Plan for sustainability

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