

San Mateo County Early Childhood Mental Health Services:  
Landscape Scan of Available Resources

Request for Quotations

Proposer Questions and Responses

January 5, 2024

<b>1. Should the budget on the proposed bid include items such as incentives, translation services or graphic design, or will First 5 San Mateo County be covering these types of expenses?</b>	<p>The budget you propose should cover all of the activities you are including in your bid. If there are activities that you believe would enhance the project but may require additional funds, you are welcome to describe those activities and provide an estimate of the additional cost.</p>
<b>2. Are the project time frame and budget flexible; that is, are these aspects of the project subject to negotiation during the contracting process with the successful bidder?</b>	<p>In order to allow for a fair review process, <b>First 5 San Mateo County must have a clear idea of what each proposer is able to offer within the budget and time frame specified in the RFQ.</b> Bids that do not allow reviewers to determine this may be disqualified as non-responsive.</p> <p>If you would like to share your ideas for activities that may increase the cost of the project or extend the project time frame, you may do so. If you elect to do this, please provide:</p> <ul style="list-style-type: none"> <li>• A rationale for extending the time frame and/or increasing the budget for <u>each activity</u> where you are suggesting this</li> <li>• The additional cost associated with each such adjustment</li> <li>• The date by which the adjusted project would be completed</li> </ul> <p>As a general rule, First 5 San Mateo County has more flexibility in negotiating project time frames than project budgets.</p>
<b>3. Will First 5 San Mateo County be able to provide the successful bidder with a current stakeholder list for key informant interviews and/or survey distribution, or will the consultant be expected to identify all stakeholders?</b>	<ul style="list-style-type: none"> <li>• <u>Regarding the Key Informant Interviews:</u> First 5 San Mateo County has a current list of stakeholders who are potential participants in key informant interviews. In many cases this list includes the name and contact information for the individual informant. In some cases we have identified the organizations we wish to recruit (e.g. large health insurers within the County), but do not know the specific person with whom we should connect.</li> <li>• <u>Regarding the Practitioner Survey:</u> We anticipate constructing the survey distribution list with the help of our Key Informants. We are hopeful that these local experts will be willing and able to provide contact information for their staff, vendors, and/or network affiliates who provide mental health services to San Mateo County children ages 0-5 and their families.</li> </ul>