

**ATTACHMENT A**  
**DCSC-20-RFP-73 CSEC HOPE MENTORING & SPECIALIZED SERVICES**  
**PROJECT**  
**AMENDMENT No. 2 QUESTIONS**

**QUESTION 1.** Are RFP pages 1-5 required to be completed and submitted with the proposal? If yes, in what order should they be placed in the proposal package?

**ANSWER 1.** Yes, pages 1-5 should be submitted with your Technical Proposal in Tab-A.

**Q2.** Re: Volume 1, Technical Proposal, Tab D-Experience/Credentials/Resumes on page 75 of the RFP. Questions: What specific information and/or attachments are required to be included in this section of the technical proposal? In addition, since resumes are also listed as required in Volume, Tab B - Technical Approach (page 74), should resumes be included in both sections of the proposal?

**A2.** If you have included resumes in Tab B, there is no need to include the same resumes in Tab D. Any documentation (e.g., organizational certifications) that demonstrates your agency's experience should be included in Tab D.

**Q3.** Is there a required or recommended length of service for the provision of either or both of the following two core service areas: (1) individual and group CSEC mentoring services aimed at providing interventions to court-involved youth at-risk for sexual exploitation, sex trafficking, and other forms of naïve and involuntary sexual servitude and abuse; and (2) specialty services for Here Opportunities Prepare you for Excellence (HOPE) Court participants?

**A3.** The minimum requirement is that the services will last for at least one year; however, the goal of the grant is to build capacity and permanency for these services. According to section C.1.5 the length of service for working with individuals may vary based on a given situation.

**Q4.** Is a separate budget narrative or rate justification required for all services proposed?

**A4.** Yes.

**Q5.** Are the services in the RFP currently under contract? If so, for reference please provide a listing of the current rates for services.

**A5.** We do have mentors but we do not have these particular services under contract. Applicants should propose their fees and provide justification. PLEASE NOTE THE COURT DOES NOT DISCLOSE CONTRACTOR'S PRICING.

**Q6.** Section C.1.1 Contractors shall participate in a tailored training curriculum and must complete the entire training series to be included in the mentoring program.

a. Is there a cost to the Provider for training?

**A6 (a).** There is no costs associated Court provided training.

b. For the provider to include cost of Mentor training wages, how many hours of Court provided training is required?

**A6 (b).** We do not have the exact number of training hours. The training is in the development stage.

**Q7.** Section C.1.2:

a. Where are the BARJ Centers located?

**A7 (a).** The BARJ centers are located throughout the city; however, the primary BARJ locations for this population are in Northeast Washington, DC. One is near New York Ave Metro Station and the other is near Rhode Island Ave Metro Station.

b. Are the BARJ Centers on a public transportation route?

**A7 (b).** See above.

**Q8.** Section C.12 Transportation cost

a. When a client must be picked up for mentoring services, such as for a group session or a mentoring activity, will that be included in the proposer's mentoring rate?

**A8 (a).** A transportation cost should be included.

b. What activities are considered court sponsored for the separate transportation rate in the cost proposal?

**A8 (b).** Only activities that are directed by the Probation Officer and Supervisory Probation Officer are considered court sponsored and will result transportation reimbursement.

c. If multiple clients are required to be transported for a court sponsored activity and the Mentor's vehicle is too small to accommodate the clients, should the provider rent a van?

**A8 (c).** The Courts will not reimburse for van rental; however, the Court generally assists with transportation for Court sponsored outings.

d. Is the cost of a van rental and driver to be included in the separate transportation rate in the cost proposal?

**A8 (d).** No.

**Q9.** Section B.9 Contract price

a. May providers bill at a rate per small group and one per large group for service delivery instead of a per individual rate for groups?

**A9 (a).** Providers should bill at the individual rate.

- b. Crisis intervention is considered a specialty services at a separate rate. Our Agency provides crisis intervention as part of our Mentoring service. Can we incorporate crisis intervention into the Mentoring rate or coordinate our efforts with another contractor that may provide the crisis intervention component?

**A9 (b).** Crisis intervention services should be separate.

- c. Does the Cost Proposal consist solely of the rates for services or should a budget narrative or rate justification also be included?

**A9 (c).** The proposal should include a budget narrative and justification.

- d. Must the provider submit rates in the format provided or can we submit them in our own format?

**A9 (d).** All prospective Offerors must submit rates in accordance with the format provided.

- e. If a budget narrative is required will a form be provided?

**A9 (e).** The budget narrative is required, however there will be no form provided.

**Q10.** Our Agency provides clients with Survivor kits, such as a change of clothes, a burner phone, hygiene products. Should the cost be included in our Mentoring rates or will those items be provided by the Court?

**A10.** Please include the costs associated with the survivor kits separately in the proposal for review.