



**LEAD AGENCY FOR CIRCUIT 19**

**INDIAN RIVER, MARTIN, OKEECHOBEE & ST. LUCIE  
COUNTIES**

**RFP # CCK-RFP-23-120-FY23/24**

**Enhanced and/or Traditional Foster Care  
Circuit 19**

*Communities Connected for Kids, Inc. is sponsored by  
the state of Florida, Department of Children and Families*

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### ATTACHMENTS – To be completed or reviewed by Respondent

Attachment A: Authorization

Attachment B: Affidavit of Service Provider Standards

Attachment C: Lobbying

Attachment D: Debarment

Attachment E: Convicted Vendor

Attachment F: Conflict of Interest

Attachment G: Proposed Budget

Attachment H: Enhanced Foster Care Tiers

Attachment I: Foster Care Estimator Tool for CCKids, February 2023

## **I. Statement of Need**

Communities Connected for Kids, Inc. [CCKids] is the Lead Agency in Circuit 19 effective November 1, 2013, under master contract #ZJK85 with the Department of Children and Families [the Department]. In accordance with the master contract, CCKids is seeking proposals from experienced licensed Child Placing Agencies with demonstrated track records of successful recruitment, support and retention of foster families, for the delivery of Enhanced and/or Traditional Foster Care services in the four counties of Circuit 19 (Indian River, Martin, Okeechobee, and St. Lucie). CCKids currently serves a higher proportion of children in group settings, compared with other Lead agencies. This procurement is intended to increase the number of children successfully served in foster home settings. This RFP may result in awards to multiple organizations.

CCKids is seeking to contract for Enhanced and/or Traditional Foster Care Licensing services that are innovative, responsive to the needs of the Lead Agency and the Department, efficient, cost effective, and meet applicable State requirements for the provision of foster care services. For information on State requirements for foster care services, it is advisable to review Florida Administrative Code 65C-45 and Florida Children and Families Operating Procedures (CFOP) 170-11.

Contracted providers will provide recruitment, licensing, retention and support services to foster parents in all four counties who will provide shelter, care and supervision to children identified by CCKids as in need of placement based on each child's individual needs and history. Such children include those with complex responses to trauma, who are at a higher risk of placement instability and higher levels of care.

These services will be delivered as outlined in the provider's program description and in accordance with the identified needs of each individual child. In addition to foster parent preservice training required for traditional Level II licensure, the contracted provider will offer training and support services designed to support Level II enhanced licensure, which prepares foster parents to serve children with complex responses to the trauma of abuse and neglect. Currently, the department has approved Trust-Based Relational Intervention (TBRI) and Core Teen curriculum for Level II enhanced licensure. The provider will also ensure compliance with all licensing requirements for foster care services, as included in Florida Administrative Code 65C-45 and Florida Children and Families Operating Procedures (CFOP) 170-11.

The target population for traditional foster care includes those ages 0-17, who are removed by the Florida Department of Children and Families requiring placement in traditional homes. Proposals should outline strategies to ensure sufficient capacity to meet the needs of all age groups, specifically including teens and sibling groups.

The target population for enhanced foster care include, but are not limited to, those who have historically been served in a group home or higher level (therapeutic) setting; as well as those with a history of placement instability, stepping down from a higher level of care, significant mental health disorders, frequent runaway events, involvement with the Department of Juvenile Justice, chronic medical diagnoses; or are members of a large sibling group.

Circuit 19's estimated foster home needs as of February 2023 are outlined in Attachment I: Foster Care Estimator Tool for CCKids, February 2023. Further information which is not specifically outlined in the estimator data reveals a 14% increase in the number of children being sheltered, with shifts in the demographics to include a 6% decrease in the number of children ages 0-5, and a 6% increase in the number of children ages 12-17.

**Major Program Goals:**

1. Decrease the number of children placed in group care.
2. Provide traditional foster care to children of all ages and sibling group sizes.
3. Provide Department-approved enhanced Level II foster care training to foster parents to enable them to achieve enhanced Level II licensure and prepare them to care for children with special needs and significant trauma responses.
4. Equip foster families with the tools and resources to properly care for identified children in a safe and stable environment.

**Provider Responsibilities:**

1. Recruit, train, license, and support foster parents that will be equipped to provide shelter, care and supervision to children with specific additional needs.
2. Recruit, train, license, and support parents that will be equipped to provide high-quality parenting using evidence-based and trauma-responsive strategies.
3. Maintain client confidentiality.
4. Maintain cultural competency/proficiency.
5. Maintain collaboration/communication with community partners and families throughout services.
6. Support the principles of the Quality Parenting Initiative.

**II. Term of Agreement and Estimated Contract Amount**

- A. The initial term of the proposed contract, subject to the availability of funds, will begin no later than October 1, 2023 and end September 30, 2024. The agreement may be renewed for an additional twelve (12) months or an amount of time equal to the initial term, subject to the availability of funds. Unless renewed, this agreement will end on September 30, 2024. Any such renewal will be contingent upon satisfactory performance evaluations of the provider by CCKids and will be subject to a contract with the Department and as well as the availability of funds.
- B. CCKids reserves the right to negotiate funding based on the services provided. The final funding available for services is to be determined by CCKids at its sole discretion.
- C. The proposed method of payment in consideration for the services provided, will consist of a start-up period during which payment will be based upon an approved cost reimbursement budget, and will move to a fixed unit amount payment, payable after the month of service, to both the provider and the foster parent(s). Fixed Unit amounts are relative to the Tier Determination of each child and outlined in ATTACHMENT H. The Payment of enhanced tiers may require Enhanced Level II licensure.

**III. Definitions**

- A. Behavioral Disorder – Any persistent and repetitive pattern of behavior that violates societal norms or rules, seriously impairs a person's functions, or creates distress in

others.

- B. Case Management Organization (CMO) – An agency with which CCKids contracts to provide Case Management Services in Circuit 19. At the time of this RFP, the current providers of Case Management in Circuit 19 are: CCKids in St. Lucie County, and Children’s Home Society in Indian River, Martin, and Okeechobee Counties.
- C. Circuit – The Department’s assignment of geographical service areas for Community-Based Care. Circuit 19 includes Indian River, Martin, Okeechobee, and St. Lucie Counties.
- D. Commercially Sexually Exploited Child (CSEC) – The use of any person under the age of 18 for sexual purposes in exchange for money, goods, or services.
- E. Community-Based Care Lead Agency – A provider in Circuit 19 with whom the Department contracts for the provision of child welfare services. The Circuit 19 Community-Based Care Lead Agency is CCKids.
- F. Complex Medical Condition – A medical condition defined by the Agency for Health Care Administration as requiring extensive preventative and ongoing care.
- G. Child Placing Agency (CPA) – An agency that arranges for the placement of a child in a family foster home.
- H. Contract – An agreement between CCKids and an individual or organization for the procurement of services. A formal contract consists of the Standard Contract, Provisions and Assurances, and Scope of Services Attachment, plus additional attachments and exhibits.
- I. Dependency Case Manager (DCM) – A person who is responsible for the coordination of all services rendered to the child and/or family and who serves as the single and continuous point of contact for the dependency case management services. The DCM is an employee of one of the Case Management Organizations.
- J. Diagnostic and Statistical Manual of Mental Disorders 5<sup>th</sup> Edition (DSM-V) – An archive of all conditions that are formally recognized as mental health disorders by the American Psychiatric Association (APA).
- K. Enhanced Training Supports – Additional supports identified to aid foster parents in providing care for children with the highest risk of placement instability and/or higher levels of care.
- L. Family First Prevention Services Act (FFPSA)– Law reforming federal child welfare financing streams responsible for the provision of services to families who are at risk of entering the child welfare system.
- M. Intellectual Development Disorder (IDD) – Disorders that negatively affect the trajectory of the individual’s physical, intellectual, and/or emotional development.
- N. Multidisciplinary Team (MDT) – Team of professionals who collaborate to identify and determine treatment goals for dependent children with identified or suspected mental health needs.
- O. Outcomes – Quantitative indicators used by CCKids to objectively measure a provider’s performance toward a stated goal.
- P. Performance Measures – Quantitative indicators, outcomes, and outputs used by CCKids to objectively measure a provider’s performance.
- Q. Provider – An individual or organization contracted to provide services or materials to CCKids, in accordance with the terms specified in the contract.
- R. Specialized Therapeutic Foster Care (STFC) – Intensive treatment services provided to recipients with emotional disturbances who reside in a state licensed foster home.
- S. Specialized Therapeutic Group Care – Intensive treatment services provided to recipients with emotional disturbances who reside in a state licensed group care facility.
- T. Statewide In-Patient Psychiatric Program (SIPP) – Psychiatric residential treatment

services with the focus of facilitating a successful return to treatment in a community-based setting.

#### **IV. Procurement Manager**

The designated “single point of contact” for this RFP is:

Name: David Lewenec  
Title: Contract Manager  
Address: 549 NW Lake Whitney Place #204  
Port. St. Lucie, Florida 34986  
Cell Phone: (772) 359-2426  
Fax: (772) 249-0166  
Email: [david.lewenec@cckids.net](mailto:david.lewenec@cckids.net)

#### **V. Eligible Respondents**

Organizations eligible to submit proposals include:

- A. Individuals/Organizations with a history of delivering enhanced or therapeutic foster care services for at-risk children.
- B. Individuals/Organizations with a history providing other foster care licensing services for children involved in the Child Welfare System.
- C. Florida-based businesses and minority-owned businesses encouraged to respond and may be given preferential treatment in contracting when all else is considered equal.
- D. Individuals/Organizations that DO NOT meet the disqualification criteria as defined in Section VI.

#### **VI. Disqualifications**

- A. To be disqualified as a respondent under this provision, the respondent must have: (1) been notified by the Department, CCKids or LA of the unsatisfactory performance, and failed to correct the unsatisfactory performance to the satisfaction of the Department, CCKids or LA; and (2) had a contract terminated the Department, CCKids or LA for cause.
- B. The prospective bidder will be disqualified for failing to meet the instructions, qualifications, timeframes, format, and contact rules as described in this RFP.

#### **VII. Schedule of Events and Deadlines**

Milestone	Scheduled Date & Time (All times are denoted in EST)	Address
Release of RFP	May 31, 2023 2:00 PM	<a href="http://www.cckids.net">www.cckids.net</a>

Final date and time deadline written questions will be accepted	June 14, 2023 12:00PM	549 NW Lake Whitney Place #204 Port St. Lucie, FL 34986 david.lewenec@cckids.net
Proposers' Conference (Call)	June 14, 2023 2:00 PM	549 NW Lake Whitney Place #204 Port St. Lucie, FL 34986 Conference Line: (515) 604-9099 Participants Pin: 205251530, then #
Official Written Responses to Questions	June 19, 2023 by 4:00 PM	<a href="http://www.cckids.net">www.cckids.net</a>
Proposals due	June 26, 2023 by 4:00 PM	david.lewenec@cckids.net
Distribute qualified respondents proposals to evaluators	June 28, 2023 by 4:00 PM	549 NW Lake Whitney Place #204 Port St. Lucie, FL 34986
Reviewers Meeting: Proposal scores, recommendations for oral presentation questions	July 10, 2023 2:00 PM	Virtual via Microsoft Teams or Zoom
Post “Notice of Invitation to make Oral Presentation”	July 14, 2023 by 4:00 PM	<a href="http://www.cckids.net">www.cckids.net</a>
Oral Presentations (limited to 1 hour each) - Evaluation Team judges Oral Presentation(s) and makes recommendation to CCKids leadership	August 1-4, 2023 Time: TBD	Virtual via Microsoft Teams or Zoom In Person CCKids Boardroom 549 NW Lake Whitney Place #204 Port St Lucie, FL 34986
Post Notification of the Negotiations	August 11, 2023 by 4:00 PM	<a href="http://www.cckids.net">www.cckids.net</a>

Negotiations	August 21-25, 2023 Time: TBD	549 NW Lake Whitney Place #204 Port St. Lucie, FL 34986
Post Intent to Award	August 31, 2023 by 4:00 PM	<a href="http://www.cckids.net">www.cckids.net</a>
Anticipated Contract Start Date	No later than October 1, 2023	549 NW Lake Whitney Place #204 Port St. Lucie, FL 34986

### **VIII. Limitations on Contacting Communities Connected for Kids Personnel**

Prospective bidders are prohibited from contacting CCKids personnel regarding this Request for Proposals (RFP) other than the procurement manager identified in this document. Contact with the procurement manager must be in writing and may be submitted by fax, e-mail or mail delivery services. Any violation of this limitation may result in the disqualification of the prospective bidder.

### **IX. Inquiries**

Inquiries must be submitted in writing to the Procurement Manager identified in Section IV of this RFP on or before the time and date specified in Section VII.

**No questions related to this RFP will be accepted after the date specified above. Oral inquiries will only be accepted during the Bidder's Conference Call and must subsequently be submitted in writing within 24 hours.**

All inquiries will only be considered if the following are completed:

- A. All inquiries must be in writing to the CCKids Procurement Manager.
- B. All inquiries must be received by the deadline date stated in Section VII.
- C. All inquiries must include organization name, contact name and title, address, telephone number, and e-mail address of the individual to whom all correspondences should be forwarded.

### **X. Authority**

The successful providers must comply with all applicable provisions of federal and Florida laws and the CCKids Lead Agency contract #ZJK85, which is expressly incorporated herein by reference and available for review at [www.cckids.net](http://www.cckids.net).

The CCKids Lead Agency contract #ZJK85 and subcontracts resulting from this RFP process are authorized by Section 409.1671, Florida Statutes.

### **XI. Withdrawal of Intent and Proposals**

A written request for withdrawal of intent to submit a proposal, signed by the Respondent's single point of contact, may be submitted at any time prior to the date that proposals are due. A written request for withdrawal of a submitted proposal, signed by the Respondent's single point of contact, may be considered if received by CCKids within 72 calendar hours after the proposal opening time and date indicated in Section VII.

## **XII. Acceptance of Proposals**

**Mandatory Requirement.** All proposals must be received by the CCKids Procurement Manager, named in Section IV., on or before the following date and time at the designated location:

**June 26, 2023**  
**4:00pm Eastern Time**  
Communities Connected for Kids, Inc.  
549 NW Lake Whitney Place #204  
Port St. Lucie, FL 34986

**Failure to submit a proposal by the deadline will disqualify the respondent from consideration**

No changes, modifications or additions to the proposals submitted, will be accepted by or be binding to CCKids after the deadline for submitting proposals has passed.

Proposals not received at either the specified place, or by the specified date and time, or both, will be rejected and returned unopened to the respondent. CCKids will retain the hardcopy for use in the event of a dispute.

## **XIII. Right to Waive Minor Irregularities Statement**

CCKids reserves the right to reject any and all replies or to waive minor irregularities when to do so would be in the best interest of the youth and families to be served. A minor irregularity is defined as a variation from the RFP terms and conditions, which does not affect the price of the services, delivery of quality of the services, or give the respondent an advantage or benefit not enjoyed by other respondents and does not adversely impact the interests of CCKids or the Department. At its option, CCKids may correct minor irregularities but is under no obligation whatsoever to do so. All replies accepted by CCKids are subject to CCKids' terms and conditions and any and all additional terms and conditions submitted by the respondents are rejected and will have no force and effect. CCKids reserves the right to withdraw this RFP even after an award is made.

## **XIV. Evaluation Process**

An Evaluation Team will score the written and oral presentations.

Each of the evaluation components, both written and oral, are weighted and assigned a maximum number of points. Proposals will be evaluated in each of the categories and scored by each evaluator independently. The evaluators' total scores will be added to get the final score for each respondent.

The Evaluation Team will review the submitted written proposals and score them in accordance with the provisions of Section XIX and Section XXII of this RFP. Evaluators will score the written response on the parts A, B, and C, as well as the corresponding attachments and exhibits. The total maximum points for the Written Response is **120** points. The oral presentation phase is open to the public for observation. Evaluators will score the oral presentation(s) based on the ability of the presenter(s) to clearly articulate how the information presented in the RFP response will come to life if the respondent is presented with a contract and answer specific questions about program implementation. During this phase, the respondent's oral presentation score will be added to the written evaluation score.

At the conclusion of the presentation(s), the Evaluation Team will submit their total scores to the Procurement Manager who will calculate the scores and prepare a recommendation to CCKids Leadership for negotiations. The total maximum points for the Oral Response is **30** points. Upon acceptance by CCKids Leadership, the Notification of the Negotiations will be posted at [www.ckkids.net](http://www.ckkids.net) as indicated in Section VII. CCKids reserves the right to accept or reject the recommendation of the evaluators for negotiations, and to negotiate until a decision of "contract award" is made.

#### **XV. Negotiation Process**

CCKids reserves the right to determine the total number of applicants with which it chooses to negotiate. Determination to negotiate will be in the best interest of Circuit 19. Negotiation plans will be posted on the internet at [www.ckkids.net](http://www.ckkids.net) in the timeframe indicated in Section VII. At the conclusion of the negotiations, a notice of contract award(s) will be posted as outlined in Section XVII.

#### **XVI. Notice of Contract Award**

Official notice of any anticipated award(s) made pursuant to this RFP will be electronically posted in accordance with Section VII. The aggregate scores will be posted on the internet at [www.ckkids.net](http://www.ckkids.net).

The electronic notice posted on the internet will remain for seventy-two (72) hours. It is the responsibility of those submitting a response to obtain the results from the posting in sufficient time to protect their own interests. If no written notice of protest is received during this posting, the anticipated contract award becomes final and CCKids will enter into contract negotiations. The internet posting is the official posting for the purpose of determining deadlines for further proceedings including protests.

#### **XVII. Protests or Disputes**

Any person who is adversely affected by the terms, conditions and specifications contained in this solicitation, including any provisions governing the methods for ranking this proposal, awarding contracts, reserving rights of further negotiation, or modifying or amending any contract may file a notice of protest in writing within seventy-two (72) hours of the electronic posting of the solicitation or decision or intended decision.

When protesting a decision or intended decision, the protestor must post a bond equal to one percent (1%) of the estimated program amount. The estimated program amount will be based upon the program budget submitted by the protestor.

FAILURE TO FILE THE PROPER BOND AT THE TIME OF FILING THE FORMAL WRITTEN PROTEST WILL RESULT IN A REJECTION OF THE PROTEST.

### **XVIII. Cost of Proposal Preparation**

CCKids is not liable for any costs incurred by a respondent in responding to this Request for Proposal under any circumstances.

### **XIX. Mandatory Criteria**

Submitted replies will be opened at CCKids headquarters beginning at 4:01 p.m. to verify that they meet the mandatory criteria requirements of this RFP. Replies that do not meet the mandatory criteria will be rejected, and the agency will be required to retrieve their proposals at their own cost within 10 days or forfeit them; CCKids will retain the original copy for use in the event of a dispute. Replies that meet the mandatory requirements will be forwarded to the Evaluation Team for consideration and scoring.

A. Original Signature and Authorization: Proposals must be signed and submitted in the legal entity name of the individual/organization, by an authorized representative. A copy of such authorization must be submitted to CCKids with the proposal (Attachment A). Signature facsimile stamps will not be accepted. Each bidder must complete and submit all items referenced in the RFP.

B. Format: The response content must be in accordance with Section XX. and must be formatted as follows:

- ☐ Typed in Times New Roman font size 11; double spaced.
- ☐ Use only 8 1/2 X 11 paper with one (1) inch margins.
- ☐ All pages must be clearly and consecutively numbered.
- ☐ Submit via email to Procurement Manager.

C. Face Sheet: All proposals must include a face sheet, and must identify the following:

- ☐ Name of Organization
- ☐ Name and title of respondent's single point of contact
- ☐ Address
- ☐ Telephone number
- ☐ E-mail address
- ☐ Website Address
- ☐ Proposed annual budget amount
- ☐ Marking of "Original"

- D. Order of Documents: All proposals must be in the following order:
1. Face Sheet page (do not number)
  2. Table of Contents page (do not number)
  3. Proposal Format response (maximum of 22 pages) to include:
    - a. Organizational Capacity
      - i. 5 pages
      - ii. 25 points written evaluation
    - b. Programmatic Proposal
      - i. 15 pages
      - ii. 85 points written evaluation,
    - c. Quality of Services and Documentation
      - i. 2 pages
      - ii. 10 points written evaluation
  4. Mandatory Attachments A-G (completed by Respondent)
  5. Exhibits (from Respondent – not mandatory, as listed in the RFP)

## **XX. Written Proposal Format & Written Evaluation Scoring**

The written proposals are valued at 80%, while the other 20% is reserved for the oral presentation, if selected for the oral presentation phase. If not selected for the oral presentation phase, the evaluation phase is complete at the conclusion of the written evaluation.

The order of information provided in the response must correspond to the outline that follows and shall be labeled accordingly.

### **A. Organizational Capacity and Collaborative Relationships limited to 5 pages, excluding related Exhibits.**

**Maximum points possible = 25**

1. Describe the organization's experience with the target population.
2. Describe the organization's ability and plan to initiate service delivery beginning with the date of the notice of Intent to Award. Include provisions for immediate service delivery effective October 1, 2023.
3. Explain what expenses you plan on incurring during the transition and how those expenses are represented in the overall proposed budget.
4. Describe the organization's involvement in any Family First Prevention Services Act (FFPSA) Foster Care Recruitment subcommittee.
5. Describe the organization's current Medicaid provider status, if applicable.

#### **Related Exhibits:**

1. **Attachment G:** Provide Agency's proposed program-specific budget, with detailed narrative using excel form provided.

### **B. Programmatic Proposal limited to 15 pages, excluding related Exhibits.** All responses in this section should be consistent with the information provided below in the sections labeled, *"General Overview"*, *"Scope of Service"*, *"Manner of Service Provision"*, and *"Professional Qualifications, Staffing Levels, and Training"*

## Maximum points possible = 85

### *General Overview*

Provide a general overview of the proposed program approach. Describe all service components to be provided as follows:

1. Service approach philosophy and treatment of clients for all service levels provided. The description should include how the proposed program will differ from the currently contracted program.
2. Role of the organization's middle and/or senior management in program oversight, coordination, and support.
3. Adherence to rules and regulations, such as HIPAA and confidentiality.
4. Data reporting and integrity processes and capabilities.

Provide an explanation/description of the proposed program as it applies to the following elements of service:

1. Foster parent training curriculum and facilitation methods; including projected number of licensing classes per contract year. For those agencies proposing both traditional and enhanced program, this should include all ongoing training aimed at equipping foster parents to meet the needs of the defined target populations (ATTACHMENT H) by providing enhanced services and interventions.
2. Foster parent support services provided by the organization, direct and/or facilitated community-based services, to ensure the stability of placements and the quality of care.
3. Additional foster parent training curriculum proposed. Training of all foster parents in Trust-Based Relational Intervention (TBRI) is required for Level II enhanced licensing
4. Recruitment strategy to reach and license parents willing and capable of accepting children of the target population and of providing long-term care to those children. Provide specific examples of marketing/messaging strategies illustrating how families will be recruited to care for specific characteristics of the target population.
5. For each of the characteristics outlined in ATTACHMENT H, identify and rank from highest to lowest the organization's level of successful performance with recruitment, placement stability and foster parent retention. N/A is an acceptable answer for specific child characteristics for which you do not have historical experience at serving.
6. Evidence of historical success serving children within the defined target populations, including but not limited to, placement availability, response time, placement acceptance rate, length of stay, and disruption rate. Please select at least four (4) different characteristics from the target population characteristics (ATTACHMENT H) and describe successful service outcomes experienced through the program.
7. Projected timeframe to initiate program and begin to accept and place children in traditional homes, and timeframe to begin placement in enhanced homes.
8. Projected number of foster homes accepting child placements for traditional and for enhanced target population within 12 months of contract execution.
9. If a current provider of Specialized Therapeutic Foster Care (STFC) and intend to

include STFC foster parents in the enhanced network, describe the program efforts to ensure that STFC foster parents are equipped and willing to care for children being stepped down from higher levels of licensed care.

10. Analytical practices employed to inform future recruitment, support and retention strategies. Should include data collection and interpretation methods.

***Professional Qualifications, Staffing Levels and Training:***

Provide an explanation/description of the proposed program for the following staffing elements:

1. Proposed staffing structure; including total number and role description of each program staff member. If staff members will split responsibilities between the Circuit 19 foster care program and another program, please include a breakdown of the time for each program.
2. Plan to mitigate any service delivery interruptions caused by staff turnover, and to ensure that services are readily available.
3. Required training or certification that staff must undergo, including that required to deliver the proposed services, if applicable, and the plan to ensure completion. Should include the approach to ensuring all staff will meet the qualifications, screening and training/certification requirements as required by Rules 65C-14, F.A.C. and/or 65C-15, F.A.C., sections 435.04, 402.731, and 491.012, 409.175, Florida Statutes, as applicable.
4. Pre-service and in-service staff development activities to ensure staff are equipped to respond appropriately to the complex needs of the target population.

**Related Exhibits:**

- Proposed Job Descriptions including qualifications
- Foster Parent Training Curriculum
- Proposed Licensing Class schedule for 12 months
- Foster Network Recruitment Plan

- C. Quality of the Services and Documentation to be provided limited to 2 pages, excluding related Exhibits.** All responses in this section should be consistent with the information provided below.

**Maximum points possible = 10**

1. Provide detail on the continuous quality improvement mechanisms that are in place in your organization and how those result in consistent, high quality service provision. Please include information on who is responsible for ensuring the quality standards in the organization are maintained.
2. Explain how the following information will be captured and reported to the identified CCKids designee:
  - a) Licensing process progression and trainings.
  - b) Timely satisfaction surveys for all closed services will be provided and gathered

at no cost to the family.

**Related Exhibits**

- Sample tracking spreadsheet for children presented by the CCKids Placement Department
- Licensing Progress

**XXI. Oral Presentation Evaluation**

Respondents who are invited to the oral presentation phase will have up to two hours to answer questions specifically developed by the Evaluation Team to clarify elements of the agency's written response.

**Maximum points possible = 30**

**XXII. Evaluation Criteria**

Respondent submissions will be scored based on the criteria and scale outlined below. Each item outlined within Section XX will receive a score between 1 and 5.

Score	Criteria
1	Item unaddressed
2	Item minimally addressed (some explanation with many gaps)
3	Item partially addressed (adequate explanation with some gaps)
4	Item well-addressed (good explanation with few gaps)
5	Item fully addressed

Subsection of Section XX	Subsection Title	Total Number of Items	Total Number of Possible Response Points
A	Organizational Capacity & Relationships	5	25
B	Programmatic Proposal	17	85
C	Quality & Documentation	2	10
Scoring Totals			120