

Questions and Answers for the Juvenile Probation Department Recreation Services RFQ

1. What is the size/budget of this RFQ?

The budget for the RFQ is based on the scope of work that the Contractor recommends for the program. The budget should reflect the timeline and number of visits included in the scope of work. Factors to consider include the duration of service and the number of visits over the course of a yearlong contract.

2. What is the # and average size of the planned grants for this RFQ?

The Juvenile Probation Department will consider 3 to 10 Contractors. The number of Contractors depends on the scope of work and the number of visits recommended by each Contractor. During the contract negotiation phase Contractors and the Juvenile Probation Department will work together to determine whether visits should be weekly, bi-weekly, monthly or quarterly.

3. Where specifically will the programs be held? I saw locations in both San Francisco and La Honda in the RFQ. Will programs be in both places? Anywhere else? Are you looking for Contractors to work in both of these locations, or just one?

JPD needs to develop programming at both sites. However the Contractor can submit a response for programming at 375 Woodside Ave, La Honda or both locations. JPD will consider all options that are submitted.

4. With what frequency are you looking for Contractors to provide programs? I saw you are asking Contractors to work at least once a month, but are you ideally looking for something more frequent? Once a week? Twice a month, at two different locations? Our scheduling is very flexible, so we're looking to propose a plan that best meets your needs.

The Contractor may submit a plan that includes the minimum and maximum hours they are available. If the Contractor is selected JPD will work with the Contractor to determine a schedule on an on-going basis.

5. Is there any chance workshops could be longer than one hour (either 1.5 or 2 hours)?

If it is necessary to have a workshop that is 1.5 or 2 hours long the Juvenile Probation Department will work to determine a time in order to schedule the workshop.

6. Are the workshops with both boys and girls or segregated by gender? And if they are segregated by gender, do you all have a preference for male or female teachers?

The Juvenile Probation Department will determine whether or not a workshop will be segregated by gender based on what the workshops entail. There is no preference given to male or female teachers.