



Date: September 13, 2022

To: All Potential Proposers

Subject: **ADDENDUM #2 Request for Proposals For New Strategically Aligned Programs for Early Childhood Development, Prevention of Child Abuse and Neglect, and Strengthening Community**

The Juvenile Welfare Board's Request for Proposals For New Strategically Aligned Programs for Early Childhood Development, Prevention of Child Abuse and Neglect, and Strengthening Community is modified as follows. Note that the old language is struck through and new language is indicated by red font.

1. Section 2.3 MINIMUM QUALIFICATIONS

Modify section as follows:

In order to qualify as a recipient, the Proposer must meet the following qualifications by the submission due date of the RFP:

- a) be in business for five years or more;
- ~~b) have an annual operating budget over \$500,000 or will operate under an Administrative Services Organization (ASO) or collaborative, unless it demonstrates to JWB's satisfaction that it has the resources to properly administer the JWB funding in accordance with all requirements;~~
- b) have three years of audited financial statement summaries and disclosures to include internal control reports and any accompanying management letters, or an individual tax return and personal financial statement of net worth for the most recent year if Proposer is an individual proprietor, or privately-held companies wishing to maintain confidential financial information must have a Dunn & Bradstreet Report (D&B);**
- c) have last three audited financial statements that are free of any material weaknesses or significant deficiencies. If there are, a letter must be attached.**

2. Section 3.3 NARRATIVE RESPONSE (one for each Program, if applicable)

Modify section as follows, which corrects the numbering of the questions from Addendum #1 and strikes the prior question #30:

Organizational Capacity and Financial Stability:

23. Briefly describe your agency's mission, history, board composition, and major accomplishments that are pertinent to the experience and qualifications for your proposed program.
24. List any contracts that your agency has had, within the last three years, that relates to your agency's ability to perform the services you are proposing? Include the funder's name, annual contract amount, contract period, program name, and type of service.
25. Are you proposing to assign or subcontract the responsibility for any of the work you are proposing? If yes, please explain why and attach your proposed subcontracts and corresponding Subcontract Assessment found on the provider page of the JWB website.
26. Staff retention and tenure are directly correlated to the maintenance of quality programming. Describe your agency's outreach, recruitment, and retention plan for staff. Please provide specific examples of recruitment strategies, approaches to determining salary levels, and the provision of professional development opportunities.
27. Describe your agency's financial and administrative capacity to support the commitment set forth in your Proposal. Attach your agency's current fiscal year adopted operating budget.
28. Has your agency had a grant contract terminated or has the agency been placed on any corrective action or performance improvement plan in the last three years from any funders? If so, please attach the report. Also provide a response on how your agency has addressed or is addressing the deficiencies.
29. Attach the three most recent years of audited financial statement summaries and disclosures to include internal control reports and any accompanying management letters, or individual tax returns and personal financial statement of net worth for the most recent year if Proposer is an individual proprietor, or privately-held companies wishing to maintain confidential financial information must have Dunn & Bradstreet Reports (D & B). If any of these statements include a material weakness or significant deficiency, include a letter describing them.
- ~~30. Is your agency's current fiscal year operating budget less than \$500,000? If yes, answer the following questions:~~
 - ~~a) Does your agency operate under an ASO or collaborative? If so, provide the name of the ASO or collaborative.~~
 - ~~b) If your agency does not operate under an ASO or collaborative, how will your agency ensure that your agency properly administers JWB funding in accordance with all requirements, if awarded?~~

30. JWB provides funding on a cost reimbursement basis. Does your agency have sufficient cash flow to support your agency's proposal, if awarded? If so, describe.

31. Has your agency been a defendant in any litigation or regulatory action in the last three (3) years? If yes, provide a brief explanation of each instance.

All other requirements, terms and conditions of the RFP remain unchanged. Questions regarding this RFP shall be directed to rfp@jwbpinellas.org.

Receipt and acceptance of an RFP addendum is to be acknowledged by signing and returning this document with the proposal. Failure to do so may subject your proposal to rejection.

I certify receipt of the addendum.

_____	_____	_____
Agency Name	Authorized Signature	Date