

06/24/05

TO: PROSPECTIVE OFFERORS
FROM: Sabrina Mathis
Contract Specialist
SUBJECT: RFP FNS-05-041SAM
QUESTIONS & ANSWERS

1. Have there been questions submitted regarding this solicitation? If yes, can you please tell me where they are located as we have not been able to locate/access any questions and answers on the website at www.fns.usda.gov/asd/solicitation/sol.htm.

(ANSWER) The questions and answers will be posted to the website (www.fns.usda.gov/asd/solicitation/sol.htm) on 06/24/05.

2. Please clarify, Page 9, Statement of Work, Background - Is \$400,000 the fully funded amount for this evaluation?

(ANSWER) Yes. The \$15,000 of possible award fee is included in this amount.

3. Page 13, Other Factors determined by the Secretary - As stated, the offeror may be requested by FNS, USDA, or the Legislature, or as may be needed to respond to requests from the agency and the Legislature.

Could you provide examples of such data that may need to be collected and analyzed relating to the 40% eligibility criterion, and timeframes for responding to such requests?

(ANSWER) Please see reference #3.
http://www.fns.usda.gov/cnd/Governance/legislation/PL_108-265.pdf

The timeframe is contingent upon offerors ability to collect the information and whether it is accurate (conforming closely to a standard---documented information along with offerors independent evaluation), complete (thorough -- no other information available) and concise (short and to the point).

4. Please clarify, Page 67 No. 13 - The RFP states that there may be some transportation grants that may impact this evaluation - If these grants are awarded, the offeror would be required to collect additional data to assess whether changes observed resulted from the 50%/40% switch or from these transportation grants. Should the offeror address this within its technical and

business proposal, or would the contract be modified to include the additional data collection pending the issuance of the transportation grants?

(ANSWER) The offeror should address this within its current technical and business proposal.

5. Please clarify, Page 9, Background - The RFP mentions the use of school data. What school data will is available?

(ANSWER) Please see Attachment II which consists of Sample Data Available.

6. Will any sponsors be added during the course of the project? If yes, should we assume that they will/will not be included in the study design?

(ANSWER) In order for the information to be accurate, it must include current participants at the time of the evaluation.

7. Will the number of feeding sites change during the course of the project? If yes, should we assume that they will/will not be included in the study design?

(ANSWER) In order for the information to be accurate, it must include current feeding sites at the time of the evaluation.

8. Are free meals being provided for lunch only? Breakfast and lunch?

(ANSWER) Please see the three list of references.

9. Who selects the sponsors? Is there one set of criteria statewide or do different areas develop their own criteria? Do the sponsors get paid?

(ANSWER) Please see the three list of references.

10. How complete is baseline data? What is included?

(ANSWER) The Contract requires that the Offeror collect, tabulate, and analyze baseline data and submit the report to FNS (p. 15). As to how complete it is depends on what the Offeror collects from the State of Pennsylvania and FNS. As to what is included, Attachment II shows many pages of sample electronic data collection forms from the Pennsylvania Summer Food Service Program on sponsors, rates by type of meal, claim forms by type of operating cost, administrative costs, sponsor application, site application, etc. The Offeror will collect information from the Pennsylvania SFSP database and FNS to describe and analyze the baseline data.

11. Please clarify, Page 67, No. 9 - Does Year 1 include only data collection of administrative data and interviews with staff or is on-site data collection included?

(ANSWER) The timeframes may vary. However, whatever is required at the time a Report is due is what's expected.

12. Request a one week extension to submit the proposal.

(ANSWER) The proposal due date will not be extended. A significant number of Offerors have to present specific flaws, ambiguities, or other problems with the solicitation in order for the date to be extended.

13. How has USDA defined "rural areas" for purposes of this pilot?

(ANSWER) Please see page 14 of the solicitation and the list of references on Attachment I.

14. The task list calls for the preparation of two reports, an Interim Report and a Final Report, each to be prepared in three versions (draft, revised, and final). The schedule of deliverables lists three reports, Report 1, Report 2, and Report 3, each prepared in two versions (draft and final). Likewise, the schedule of deliverables lists three presentations. Please clarify.

(ANSWER) Please see page 25 for complete deliverable information. The task list on page five is a sample. Keep in mind that the dates are subject to change and also, you may not need to do as many revisions.

15. Is there an incumbent and who might it be?

(ANSWER) There is no incumbent.

16. Are there any FOIA materials? If yes, may we obtain a copy?

(ANSWER) No materials are available for a FOIA request.

17. What is the expected award date?

(ANSWER) Depending on the number of proposals received, at this time it is estimated an award would be made around the end of July.

18. Have all the options been exercised under the incumbents contract?

(ANSWER) N/A

19. Please Clarify: Are offerors required to compare all sponsors/sites throughout rural Pennsylvania across time (i.e., pre 2005 50% threshold against post 2005 40%

threshold) - OR - are we required to compare sponsors/sites that only meet the new 40% threshold with those that would have met the older 50% threshold during 2005 and 2006, and not across time?

(ANSWER) The Contractor is required to determine the numbers, types, and sizes of sponsors (Objective 1, p. 10), and feeding sites (Objective 2, p. 11), and compare sponsors and feeding sites selected under 40% eligibility criterion with sponsors/sites selected under the 50% criterion - throughout rural Pennsylvania.

20. If we are not comparing results across time, is the purpose of the baseline data only to provide historical perspective?

(ANSWER) Baseline data will provide a historical perspective on the trend of the 50%, but it will also benchmark both the 40% and the transportation subsidy impact.

21. Is there a bidders list? If yes, how may we obtain a copy?

(ANSWER-A) Please forward an e-mail requesting the list after June 3.

(ANSWER-B) The current bidders list is as follows:

Optimal Solutions Group, LLC. 3225 Ellerslie Ave., Ste. E303 3 rd Floor Baltimore, MD 21218-3519 Attn: Mark D. Turner, Ph.D	Farrow and Associates, Inc. Jamestowne Professional Park 1769 Jamestown Rd., Suite 2B Williamsburg, VA 23185-2363 Attn: Juanita S. Farrow	M. H. West & Co., Inc. 700 East Main Street, Suite 904 P.O. Box 548 Richmond, VA 23218-0548 Attn: Carla Lawrence
BCT Partners, LLC. 105 Lock Street, Suite 207 Newark, NJ 07103 Attn: Michelle L. Thomas	Abt Associates, Inc. 55 Wheeler Street Cambridge, MA 02138-1168 Attn: Sharon Christenson	Exceed Corporation 8100 Professional Place, Suite 211 Lanham, MD 20785 Attn: Dawne D. Woods
FosterSoft, Inc. 4200 Forbes Blvd., Suite 115 Lanham, MD 20706 Attn: Gale C. Hall	Evergreen Information Technology Services, Inc. 6475 New Hampshire Ave., Suite 400 Hyattsville, MD 20783 Attn: Robert Martin	

(ANSWER-C) The list does not include offerors who may have downloaded the solicitation from the website.

Note: SAME LETTER SENT TO OFFERORS LISTED ABOVE.

