



Request for Proposals (RFP) for Supply and Distribution of Children's Books to Broward County Families

Questions and Answers

April 10, 2024

Question: Will the initiative be for 10 months or 12 months of book kits and will the same families receive the book packages all year long?

Answer: The project will be initially for 2 years with a possibility of 3 one year renewals.

Question: Can you explain how the books need to be divided by age group (infant/toddler combined and preschool or infant only, toddlers only and preschool age 3-5 only)?

Answer: The way we've had it in the past, the books were divided by ages 0-2 and 3-5, however this may change depending on the Coalition's needs at this time.

Question: Will the book packages be 5 books per age group or do we include the 5 books in the package in all 3 age groups (5 books for infant, toddler, and preschool in one package)?

Answer: The books packs will be 5 books per age group.

Question: If we are awarded annually with the book packages remain the same for the renewal periods?

Answer: We may wish to revisit the books contained in the book packs at any time throughout the life of the contract.

Question: Do the resource materials need to be multilingual?

Answer: Yes, English, Spanish, and Kreyol preferred.

Question: Will the resource materials go with the first month book packages or will they need to be included in every book package?

Answer: They will be included in every book package.

Question: Award is not going to be made until June, when is the project start date?

Answer: The project start date will be July 1, 2024 or when the contract is executed thereafter.

Question: Do all the book packages need to be identical?

Answer: No, the book packages will be chosen by the Coalition during the contract negotiations with any changes at the Coalition's discretion during the life of the contract.

Question: Does the awarded vendor have to be a Minority Owned or Veteran Owned Business?

Answer: No

Question: For the pre-bid conference, no registration is needed, we just need to enter the password to join the call, correct?

Answer: The Pre-Bid Conference is open to all vendors, so you don't have to register, you can join us online tomorrow via zoom at 11am using the meeting ID and passcode.

Question: If a vendor was awarded RFQ PR21-0203, is it necessary to respond to the current solicitation?

Answer: Yes. This is a new procurement cycle.

Question: Would it be one book pack monthly for 10 months?

Answer: No. The ELC will provide a list of registered families, and the vendor will send out one book pack. It is not a series of mailings; it is a single mailing based on registration.

Question: In the mail pack, do you want one book to represent that age group?

Answer: No, it will be one book pack per age group.

Question: Is the RFP open to international companies?

Answer: No, it only open companies in the United States.

Question: Are there specific book titles once the decision has been made? Is it various subjects that fit within categories?

Answer: Once the decision has been made, specific book titles will be chosen during the contract negotiations. The Coalition can choose to change or switch titles at its discretion.

Question: Are you looking for supplemental materials to go along with the titles submitted, or is it strictly book titles?

Answer: The Coalition provides support materials. The Coalition has created specific content that we would like to share with the population. Other materials may be proposed as a value-added service in the proposal.

Question: I am writing to inquire about the Request for Proposals (RFP) For the Supply and Distribution of Children's Books to Broward County Families PR24-5069. The RFP was issued on April 2, 2024, and the deadline for submission is April 19, 2024. I would like to clarify if the books can be from any author or if there are specific requirements.

Answer: To answer your question, the books do not have to be from a specific author, however, the books should be geared towards our target population, which is children ages 0-5.

In your proposal, the list of titles should be specifically tailored for that age group.