**RFP 26-86534**

**TECHNICAL PROPOSAL QUESTIONS**

**ATTACHMENT F**

**Instructions**: Vendor should provide a document formatted with Question #, RFP SOW Section, and Response Area followed by the vendor’s narrative response to that question. The response must address all items detailed below and provide the information and documentation as required. The response must be structured to address each question listed below. A table of contents (see “4. Table of Contents”) must also be completed as listed in this Attachment. Where appropriate, supporting documentation may be referenced by a page and paragraph number. However, when this is done, the body of the Technical Proposal must contain a meaningful summary of the referenced material. **The referenced document must be included as an appendix to the technical proposal with referenced sections clearly marked**. If there are multiple references or multiple documents, these must be listed and organized for ease of use.

**Scope of Work Questions**

|  |  |  |
| --- | --- | --- |
| **Question #** | **RFP SOW Section** | **Response Area(s)** |
| **1** | **Professional Development Conference 1) a)** | The Respondent must provide a description regarding the service area of the bid shared in Section Professional Development Conference 1) a), Secure site location, from the Scope of Work document for this RFP. |
| **2** | **Professional Development Conference 1) b)** | The Respondent must provide a description regarding the service area of the bid shared in Section Professional Development Conference 1) b), Coordinate conference schedule, from the Scope of Work document for this RFP. |
| **3** | **Professional Development Conference 1) c)** | The Respondent must provide a description regarding the service area of the bid shared in Section Professional Development Conference 1) c), Provide conference promotional materials and supplies, from the Scope of Work document for this RFP. |
| **5** | **Professional Development Conference 1) d)** | The Respondent must provide a description regarding the service area of the bid shared in Section Professional Development Conference 1) e), Coordinate online and onsite registration, from the Scope of Work document for this RFP. |
| **6** | **Professional Development Conference 1) e)** | The Respondent must provide a description regarding the service area of the bid shared in Section Professional Development Conference 1) f), Conduct post-conference survey and digital repository, from the Scope of Work document for this RFP. |
| **7** | **Director Mentoring Contract 1) a)** | The Respondent must provide a description regarding the service area of the bid shared in Section Director Mentoring Contract 1) a), Mentor and virtual directors course, from the Scope of Work document for this RFP. |
| **8** | **Director Mentoring Contract 1) b)** | The Respondent must provide a description regarding the service area of the bid shared in Section Director Mentoring Contract 1) b), Monthly newsletter, from the Scope of Work document for this RFP. |
| **9** | **Director Mentoring Contract 1) c)** | The Respondent must provide a description regarding the service area of the bid shared in Section Director Mentoring Contract 1) c), On-site guidance and mentoring, from the Scope of Work document for this RFP. |
| **10** | **Director Mentoring Contract 1) d)** | The Respondent must provide a description regarding the service area of the bid shared in Section Director Mentoring Contract 1) d), Virtual guidance and phone consultations, from the Scope of Work document for this RFP. |
| **11** | **Director Mentoring Contract 1) e)** | The Respondent must provide a description regarding the service area of the bid shared in Section Director Mentoring Contract 1) e), Monthly feedback from vendor/mentor to DWD, from the Scope of Work document for this RFP. |
| **12** | **Director Mentoring Contract 1) f)** | The Respondent must provide a description regarding the service area of the bid shared in Section Director Mentoring Contract 1) f), Develop feedback loop from program directors to vendor with deliverable to DWD, from the Scope of Work document for this RFP. |
| **13** | **General Overall Assumptions** | What assumptions and constraints have your company made in responding to the technical proposal. This should include assumptions made based on the scope of work outlined in the RFP and assumptions regarding the resources available from the State for this scope of work. |

**Section 4: Table of Contents**

**Instructions:** After responding to all questions above, vendor should add page numbers for each question/response.

**Section 1: Scope of Work Questions**

|  |  |
| --- | --- |
| **Question #** | **Response Page #** |
| **1** |  |
| **2** |  |
| **3** |  |
| **4** |  |
| **5** |  |
| **6** |  |
| **7** |  |
| **8** |  |
| **9** |  |
| **10** |  |
| **11** |  |
| **12** |  |
| **13** |  |