



SEC Community Conversation Q & A
Responses to RFQ Questions
Questions Date: April 10, 2023 at 3:00 PM
Updated 4/10/2023

Question:

You mention “The Council may contract with up to five vendors to organize and facilitate community conversations...”

The RFQ has several elements, are you looking for single vendors to cover all elements or utilizing different vendors to work in concert to cover individual elements?

The Council may contract up to 5 vendors means 1 vendor per targeted community (conversation). Applicants may apply for as many conversations as they have resources to conduct. We will use only one vendor per conversations. We are not hiring for segments; the vendors must be able to complete the full scope of work.

Ex. 1 Vendor may feel confident that they can carry out the conversations for New Haven and Bridgeport – this is fine, the council will consider. If approved the council will then look to contract with up to 3 additional vendors since, it has chosen to hire 1 vendor for 2 of the 5 planned conversations.

Ex. 2 Vendor may decide to apply for only 1 conversation (Bridgeport) – this is fine too. This vendor must be able to complete the full scope of work.

Vendors with fewer resources (sole proprietor, partnerships), can partner with other resources to meet and submit a single response to this RFQ.

Question:

Is there the ability to extend the start and date for the community conversation meetings, to ensure genuine and widespread participation? As well as opportunities to confirm meaningful collaborations for the execution of the meetings?

These are initial conversations. We have outlined a shorter timeframe because we are looking to gather, some initial information to determine a base line for reinvestment. We will conduct other more detailed conversations (Charrettes) in the months to come. The more detailed sessions and the information gathered will be added the final reinvestment plan.

Within the budget, may the applicant include administrative costs for coordinating the meetings?

YES, The budget should include a line item for administrative costs

If so, is there a cap on the amount as compared to the overall amount of the award?

Administrative costs should be reasonable. We are most interested in a comprehensive plan and approach that will address all areas of the vendor responsibility and deliverables.



What is the structure by which the SEC will be deploying these funds? Will they be in the form of contracts or grant agreements?

Funds will be deployed based on approved invoices for services rendered.

If contracts, will they require review by the AG's office, as do other state contracts? No.

What are the final deliverables and/or reporting requirements SEC will require from awardees?

Please see "Deliverables" section of the RFQ.

Question:

How many community conversations are we permitted to propose per prioritized town? Just one? Or could we propose multiples?

Please provide this information in your in your response. All communities are different. We are looking for the most comprehensive plan in the allotted timeframe.

We ask, because we see that you're interested in soliciting feedback from a diverse population of community stakeholders, including youth, elderly, low-mod income, and reentry constituents. The challenge here is that we can't speak to all audiences at one time with the same message.

As we develop the project budget for each Community Conversation, is there a floor-ceiling range that we should keep in mind?

We are looking for comprehensive plans that will reach a diverse underserved population. All costs should be reasonable. We understand each community needs are different.

What is the purpose of the survey?

The purpose of the survey is to gather information from residents that may not be able to attend the conversation and to collect and document information electronically.

What are your expectations? In order for an external/digital survey to work, we have to adhere to the consistency of the questions we're planning to ask in the in-person Community Conversations. With this thought process in mind, we see the survey as an opportunity to reach more stakeholders. We want to make sure the purpose is not to collect new kinds of data.

You are correct. We are currently working on a draft general survey that will collect the same information as the conversations are designed to collect. Working with the trusted messenger (vendor), the survey may be fine-tuned for each community, as needed.

Updated:

4/3/23

4/10/23