

**REQUEST FOR PROPOSALS NO. CECD-12-042  
INFANT AND TODDLER SPECIALIST NETWORK  
QUESTIONS AND ANSWERS**

**December 15, 2011**

1. Q. Reference Section II, Background: Is this a new procurement? If not, who is the incumbent?
  - A. Child Development Resources (CDR), Inc. is the current Sub-Grantee (Contractor). The existing contract ends June 30, 2012. RFP No. CECD-12-042 is a new solicitation; the Sub-Grantee awarded the contract will continue the work that began in 2008.**
  
2. Q. Reference Section III, Statement of Needs, Program Goals, Strategies and Requirements, Goal 3, Item B: This item references linkages to improve the accessibility, affordability and quality of services for caregivers/teachers/directors. Are the referenced services "professional development" services?
  - A. Refer to Attachment E, Logic Model – Infant & Toddler Specialist Network, which includes families in the long-term outcome for the items under Goal 3. The intent is not to be limited to professional development services. As an example, the business community can be engaged to provide educational materials for children in the child care setting, which can improve the quality of services to families.**
  
3. Q. Reference Section III, Statement of Needs, Program Goals, Strategies and Requirements, Goal 4, Item G, Transition: Regarding the transition plan, are Applicants required to submit a transition plan as part of their proposals or will the transition plan be submitted by the Sub-Grantee for the new contract period?
  - A. Applicants are not required to submit a transition plan with their proposals. The transition plan will be submitted by the Sub-Grantee eight weeks prior to implementation of the Infant & Toddler Specialist Network.**
  
4. Q. Reference Section IV, Proposal Preparation and Submission Instructions, Subsection A, General Instructions, Item D: This item states that the project narrative is to be double-spaced. Can figures and charts within the narrative be single spaced?
  - A. Yes.**