

Questions and Answers About the RFP for Educational Services

Updated 2/5/24

How are the geographic areas chosen?

The CWP is looking to cover each area in the county through one or more contractors. In their proposals, each proposer should describe what areas they plan to work in, and how many different areas of the county can be reached for the cost presented. We are looking to have coverage of the entire county, which may require more than one contractor.

Does the CWP provide resources for recruiting schools?

Contractors are responsible for recruiting schools in their scope of work. We do not assist with the process of building connections to specific schools or districts.

Does the CWP promote the educational services programs to local areas?

The Program can highlight a program at a school on our social media, if there are good images and photo releases. However, we do not broadly promote the availability of the programs in each community—the contractor is responsible for outreach to schools or the community about their programs directly to recruit schools or participants in their programs.

Is there a goal for how many students does the CWP hope to reach?

There are no set metrics. Please see the CWP's annual report available at the bottom of the program's web page: www.cleanwaterprogram.org for an indication of how many students are reached in a typical year and the types of projects that have been funded in the past. The goal is always to reach as many as possible with our funding, although we also take quality/depth of the content into consideration.

Are the outreach materials that you provide free of cost?

Would depend on the quantities. The Program will have budget to provide some materials, such as bookmarks, and will work with contractors to select appropriate materials that are available free of cost.

Is it ok for Fred & Izzy to be featured with other branded characters?

This has not come up before, but the program is interested in hearing ideas on how to incorporate Fred & Izzy into the program content, as well as show our videos and distribute materials.

Can field trip transportation costs be included?

Proposers should include all typical costs necessary to providing their services in the budget for their programs. Factor them in individually, or as part of a per unit cost (ie: cost per field trip). Transportation may require insurance; ensure all costs related to transportation is included in the budget.

Can selected contractors work together?

Any contractors can work together if they agree to. There is nothing prohibiting collaboration, however the CWP does not coordinate work between contractors or with the schools. It might be best to coordinate with any potential partner firms and submit one proposal that covers the collaborative work. This will reduce the number of contracts with the City of Fremont that are needed.

For the photo requirement, how do we handle photo releases, as it's usually discouraged or not allowed to take pictures of children.

The CWP can provide a photo release, or the contractors can ask the school if the children are covered under a general release from the school. We will work with contractors on this issue in the next school year. High quality photos of contractors' staff or performers is also encouraged, and needed, and can fulfill some of this requirement.

Are times flexible on the April 10 interview date?

Yes, the program usually interviews the top 5 or 6 proposals. We will coordinate with selected vendors to find a time that works.

Is it still required to be or work with the Small, Local and Emerging Business (SLEB) program?

No. New contracts will be between the service provider and the City of Fremont. It is no longer required to be registered as a SLEB or partner with one.

Someone mentioned being able to see past reports from grantees on your website in order to understand impacts. Would you be able to link those reports?

The most recent annual report can be downloaded at the link at the bottom of the website home page: www.cleanwaterprogram.org

Is there a deadline for questions?

Not at this time. Questions and answers will be updated once a week on this google doc.

Do you mind sharing the contact information again (from the previous slide)?

Proposal Content: Jennifer Stern jsfern@oaklandca.gov

Submission/Forms help: Stefanie Pruegel stef@gigantic-idea.com

Is there a scoring or other preference for reaching low-income or underserved schools?

There is no specific scoring preference. Evaluation criteria can be found in the RFP.

The CWP program representatives shared that current and past programs typically reach 4-5th grade or younger. They are open to programs that expand reach to school age children (above 5th grade).