

Long-Term Capacity Building RFP

Questions and Answers

Q. Would ARC make available to offerors the logic models/theories of change referenced in the RFP?

A. Yes. ARC is willing to share its logic model for capacity building as well as the model for another ARC program called INSPIRE.

Q. Will ARC be able to provide the referenced historic data of ARC programs, as well as the referenced information on technical assistance offerings?

A. Yes. It will be available upon request.

Q. Has ARC previously analyzed and evaluated the historical data? Would ARC be able to share it with the selected contractor?

A. Yes, there have been two evaluations of ARC's capacity building/leadership portfolio and ARC will share both of those with the selected contractor for review.

Q. What kind of logistical and administrative support would ARC provide in the execution of the contract?

A. ARC will provide logistical and administrative support by identifying participants and providing contact information for stakeholders and participants in focus groups. Nonetheless, ARC expects that the contractor will secure additional contacts for focus groups and interviews to ensure the inclusion of perspectives beyond those of ARC regular stakeholders.

Q. What is the methodology needed from ARC regarding the actionable outreach plan in connection with the "underserved communities"?

A. Although ARC has a methodology to identify "underserved communities", ARC expects the selected contractor deepen and expand the definition of "underserved communities", including a prioritization method for those communities to reach out to those communities.

Q. Does ARC have an identified set of desired elements for the Outreach plan or is the Commission looking for the contractor to recommend the Outreach Plan components?

A. ARC would like the selected contractor to recommend Outreach Plan components.

Q. In terms of the Capacity-Building Performance Measures, is ARC seeking metrics for ARC or for the grantees receiving program funds?

A. ARC is seeking performance metrics for both, the grantee and ARC.

Q. Who developed the current methodology for ARC's performance metrics?

A. ARC's performance measures have been honed over the years by ARC staff with input from stakeholder and contractors. ARC also expects the selected contractor to develop organizational and individual capacity building performance metrics beyond the existing ones. The selected contractor's performance metrics should align with and complement the existing ones.

Q. Will ARC be sharing a budget range for this RFP?

A. ARC expects offerors to present competitive proposals commensurate with the deliverables identified in the RFP at reasonable rates conducive to a firm-fixed-price contract.

Q. Has ARC already formed a Steering Committee for this project? If so, who is represented?

A. Yes, the steering committee has been formed. It consists of several ARC staff members who work in various ways on capacity building and/or research.

Q. Will ARC provide contact information for stakeholders?

A. Yes, but ARC will also rely on the contractor to secure additional contacts for focus groups and interviews to ensure the inclusion of perspectives beyond those of ARC's usual stakeholders.

Q. What are ARC expectations regarding reaching out to stakeholders who have not participated in capacity-building programming?

A. We aimed to ensure the inclusion of perspectives from people who have not yet participated in any READY or other capacity building program. It is anticipated these will be discovered during the gap analysis (Deliverable 3) and the development of the actionable outreach plan (Deliverable 5). There may or may not be a focus on particular regions, because there are many types of "underserved" that are being considered.

Q. Does ARC have a preferred location(s) for in-person engagement?

A. ARC does not have a preferred location for in-person engagements. However, ARC is requesting that if contractors suggest in-person engagement, there be geographic representation of perspectives across ARC's service territory.