

New York State Strategic Prevention Framework  
State Incentive Grant (SPF-SIG) Project:  
Prevention First-NY!  
**Bidder's Conference Q&A – January 29, 2010**

1. Page 4 of the RPF (Available Funds) says, "A total of \$479,475 is available from implementation of the evaluation contract to the completion of the grant cycle, March 1, 2010 to June 30, 2014." In our budget, must these funds be distributed evenly across the four years?

**No, funds may be distributed unevenly if they are allocated based on the negotiated and approved scope of work and budget details. The state recognizes that there are many variables, including the timing of deliverables for the Federal cross-site evaluation and the timing of evaluator travel. The bid should take this into account and structure the work plan and budget sections accordingly.**

2. Page 6 (Minimum Scope of Services): "Insure availability for close coordination with project management and site visits to funded communities and resource centers (annually, at a minimum)." How many resources centers are there?

**Additional annual site visits to the Prevention Resource Centers are not required; the PRC staff will attend the sub-recipient coalition site visits to ensure coordination with training and TA staff of the PRC's. Six (6) PRC's are currently operational.**

3. When will the 10 sub-recipient communities be funded?

**Planned timeline indicates a target of October 2010, depending upon two factors: timing of Federal approval of the State's Strategic Prevention Plan; and smooth implementation of the sub-recipient RFA development and selection process.**

4. Will the sub-recipient communities have the same priorities they are trying to address, or could they differ across the communities?

**The consumption and consequences profiles of the funded communities will have some commonality, as that is constrained by the RFA sampling process (e.g., must be above state prevalence norm on underage drinking). All must measure a core set of prevalence/consequences outcomes, but communities may add a limited number of local priority outcomes beyond the core set. Measurement of local optional outcomes is not part of the Cross-state Evaluation system and contractor involvement will be limited to providing evaluation guidance. The local risk factors targeted and intervention strategies can and probably will differ. Federal guidance indicates that the sub-recipients will be able to select relevant measures from CSAP NOMS based on locally prioritized outcomes, we will get CSAP clarification as to whether they are required to be measured.**

5. What is the page limit for the proposal?

**While there is no page limit for the proposal except for the Executive Summary (2 pages), the rating scale does take clarity and concise presentation into account (especially in the work plan section).**

New York State Strategic Prevention Framework  
State Incentive Grant (SPF-SIG) Project:  
Prevention First-NY!  
**Bidder's Conference Q&A – January 29, 2010**

6. Is there any other type of document that could be submitted in the proposal in lieu of the "prevention multi-site evaluation MOU" (Submission Requirements, pp. 4-5)?

**Yes, the state will accept other documentation that delineates a contractual arrangement in which the bidder performed evaluation work in a cross-site or multi-site prevention setting. This item will be reviewed in conjunction with an associated evaluation report(s) and the required experience in working with government agencies.**

7. Is any agency or individual welcome to submit a bid, and what are the requirements in terms of expertise?

**Any type of entity can submit a bid and the successful bidder will have the requisite levels of expertise listed under Capacity on p. 5 of the RFP document and under Expertise and Qualifications on p. 6.**

8. What is included in the OASAS data systems to be accessed and utilized by the evaluation contractor?

**OASAS databases to be utilized in the evaluative activities include: archival prevention data, state epidemiological data and school-based survey data. In addition, the evaluator will have access, and contribute to, the Federal on-line reporting system for cross-site evaluation. Specific references to all of the above can be found in the Deliverables section (pages 7-9) of the RFP.**

9. Can analytical software be used at the discretion of the contractor? Does OASAS have a preference?

**Yes, the bid may specify a preference, based on the details of the work plan, although OASAS staff would typically use SPSS (and SAS to a limited extent) for its own analyses.**

10. What level of effort or commitment is expected from the local data coordinators? Will these individuals be dedicated to that role?

**The community data coordinators will be dedicated staff in terms of the tasks to be performed. However, they may work in various part-time arrangements based on limited funding available to the sub-recipients to hire them, and the scope of local needs and arrangements made within each funded coalition. The state evaluator will work closely with each local coordinator in terms of training, technical assistance and insuring the fidelity of local data collection to the state evaluation design.**

11. Is there any mandatory level of geographic location required for the evaluation contractor?

**No, there is no mandatory requirement although logically having a presence within the state would positively affect the capacity and be taken into consideration. OASAS is, however, open to creative ideas and sees this as a key element of the overall proposal.**