



CLARK COUNTY

RFP #896

RACIAL HEALTH EQUITY CONSULTANT

QUESTIONS and ANSWERS

UPDATED: JUNE 28, 2024

QUESTION		ANSWER
1.	Is the 10-page limit single-sided or double-sided?	Single-sided.
2.	What role has your CCPH leadership - Director/Health Officer, Deputy Director, Community Health Director, Investigation and Response Director - played in preparing the staff to engage in the process described in the RFP?	CCPH leadership and directors have supported the development and implementation of inclusive processes for the Community Health Assessment, Community Health Improvement Plan, and CCPH's 2024-2029 Strategic Plan. We expect that the assessment provided by the contractor will identify other opportunities to support staff engagement.
3.	One of the activities not named in the RFP is CCPH leadership is a framework for engagement, alignment, accountability, and leading for equity, do you anticipate the consultant will need to build in time, strategies, and budget to work separately with the leadership?	As stated in the RFP, to complete the body of work, the contractor will engage county leaders, community members, CCPH employees and teams, the county board and advisory committees, partner organizations, and others to provide feedback in the development of CCPH's racial equity framework and implementation plan and to ensure that the recommended strategies are effective in eliminating health disparities for our community.
4.	Based on your own assessment and/or data, how would you assess the CCPH's readiness to engage in the work described in the RFP?	This is expected to be part of the assessment the contractor will provide to CCPH.
5.	What expectations have been communicated to staff about participating and being accountable to the work described in the RFP?	We anticipate providing targeted communications based on contractor assessment and recommendations.
6.	In your evaluation criteria, one of your criteria are "Experience helping governmental agencies build racial equity frameworks for both internal and external operations." Do you know how this will be weighed out of the 30 possible points in this section. This would be helpful to those of us who have extensive experience with this work but limited experience with governments.	The points in this section will be related to the experience as described. We encourage all respondents to describe their experience and expectations of how they would apply their experience to the work as outlined in the RFP.

7.	In light of recent Supreme Court rulings on affirmative action, will the county's legal counsel be involved in the requirement to "develop mandatory inclusive hiring practices training for department hiring managers"? Will CCPH legal counsel provide guidance on this issue?	We will follow county-wide policies and engage County legal counsel or other County support as needed based on the contractor's recommendations about inclusive hiring practices training for our department hiring managers.
8.	Does CCPH have an existing legal framework/guidance on the differences between "discrimination and microaggressions in the workplace"?	The County held a live microaggression training in 2023 for all staff. This will be part of the assessment the contractor will provide.
9.	Does CCPH allow travel expenses for this RFP if it is within the \$150K budget?	The proposed cost for each proposed deliverable should be inclusive of all contractor expenses, which includes travel expenses. No additional fees will be paid outside of the negotiated milestone payments.
10.	Does CCPH have preference for a team versus an individual for this project?	No.
11.	Can you elaborate on expectations for in-person work?	Contract performance may take place in the county's facility, the proposer's facility, a third-party location, or any combination thereof. Please include your recommendations related to in-person work you anticipate in your response. The evaluation committee will score your approach to planning, facilitation, and implementation included in your proposal.
12.	Can we include resumes as part of an appendix?	Yes, the page limit excludes resumes, coversheet, and debarment form.
13.	Will you accept scans of signatures or digital signatures for forms?	Yes, we accept digital signatures.
14.	Can we please include a cover letter, that does not count against the page limit, in our proposal submission?	No, only resumes, coversheet, and debarment forms are excluded from the page limit.
15.	Will local community-based organizations be prioritized over national entities?	All proposal will be evaluated against the evaluation criteria included in the RFP.
16.	Has the racial equity framework been an existing part of the organization that will need to be modified based on the data and strategies from current employees, or is this a new initiative?	We do not yet have a formal racial equity framework completed.
17.	If the racial equity framework is a new initiative, do the current CCPH staff have positive buy-in with it?	We anticipate the selected contractor will engage CCPH staff to assess their perspective and provide feedback in the development of CCPH's racial equity framework and implementation plan to ensure that the recommended strategies are effective in eliminating health disparities for our community.

18.	Is the Workforce Development Planning committee comprised of current employees or is it comprised of outside collaborators, as mentioned in the opening paragraph on page 5?	It is comprised of current department employees.
19.	What will be considered for a 1- or 2-year extension? Is this related to sustainability after implementation?	The option for extensions is not related to sustainability. The contract may be amended to extend the term with the same terms and conditions. If the contractor fails to achieve a performance milestone by the corresponding milestone date, it may be mutually agreed to extend the term to allow for additional time.
20.	The option for extensions is not related to sustainability. The contract may be amended to extend the term with the same terms and conditions. If the contractor fails to achieve a performance milestone by the corresponding milestone date, it may be mutually agreed to extend the term to allow for additional time.	The contractor will be evaluated and selected based on the approach and the milestone payments for the associated deliverables consistent with the RFP specifications. The resulting contract will include the deliverables and milestone payments proposed. We are unable to make substantial changes in the contract after it has been awarded. In the rare occasion that it's considered, we will look at various factors with respect to modification such as: <ul style="list-style-type: none">• The legitimacy of the reasons for the change.• Whether the reasons for the change were unforeseen at the time the contract was made.• The timing of the change in context of work being performed.• The extent of the change relative to the original contract.
21.	Will there be any in-person meetings or activities required for this contract? If so, how much work is expected to be in-person versus virtual?	Contract performance may take place in the county's facility, the proposer's facility, a third-party location, or any combination thereof. Please include your recommendations related to in-person work that you anticipate in your response. The evaluation committee will score your approach to planning, facilitation, and implementation included in your proposal.