



**2010 REQUEST FOR QUALIFICATIONS (RFQ)
to implement a Commission Initiative the
Early Care and Education - Quality Improvement Program (ECE-QIP)**

Release Date: May 28, 2010

Response to Request for Qualifications Due: July 10, 2010 BY 4PM

Response to Request for Qualifications Approved by Commission: July 22, 2010

Contract resulting from this RFQ begins September 1, 2010

Our Vision

All Yuba County children age prenatal through five (5) years old will thrive in strong, supportive, nurturing, and loving family environments; enter school healthy; and ready to learn and become productive, well-adjusted members of society.

**First Five Yuba Commission
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1. Overview of Yuba County

One of California's original 27 counties founded on February 18th in 1850, Yuba County is California’s gateway to the historic Mother Lode Country, with a diverse landscape that boasts grand rivers, thriving farmland, friendly communities and numerous recreational possibilities that extend into the Sierra foothills. Our communities have that small town feel so many people are seeking. With a population just over 70,000 people, residents enjoy relaxed living and affordable housing, while both ocean beaches and mountain skiing are only a couple of hours away. And, amazingly, the county’s border is just 30 minutes north of the State Capitol in Sacramento.

Yuba County is located in the northern corridor of California's capitol region and includes the incorporated towns of Marysville and Wheatland. New industry and housing projects continue to grow. Major employers include Beale Air Force Base, medical services, and County of Yuba.

2. Overview of First Five Yuba Commission

The First Five Yuba Commission (Commission) was created in 1999 following approval of Proposition 10, the California Children and Families First Act. The Act funds County Commissions to provide, on a community-by-community basis, a comprehensive, integrated system of early childhood development services. These services enhance the emotional, physical and intellectual foundation for every child so they develop the potential to become productive, well-adjusted members of society. The Commission is composed of seven members appointed by the Yuba County Board of Supervisors and is a legal separate entity from the County. The strategic plan revised in 2009 describes the Commission’s vision, mission, and strategic outcome areas and can be found at www.first5yuba.org. The strategic plan also includes the latest data relevant to the activities of the Commission.

3. Overview of Early Care and Education Quality Improvement Program (ECE-QIP)

The ECE-QIP is focused on improving quality through creating safe and developmentally appropriate environments for children, improving child outcomes and relationships, and increasing knowledge and access to services in licensed family child care.

4. The ECE-QIP Goal and Interventions

The ECE-QIP will increase the number of effective and highly qualified child care providers who provide care in out-of-home environments for children ages 0-5 within Yuba County. Emphasis will be given to large family child care home providers and environments serving infants and toddlers. The ECE-QIP will implement the following interventions:

Intervention #1		Desired Outcome – Improved Child Health and Development	
The ECE-QIP will increase the quality and capacity of early care and education programs through training and assessment of family child care homes and the implementation of quality improvement plans.			
Primary Services, Activities or Efforts		Rationale	
Project participants will have the opportunity to attend an eight hour Family Child Care Environmental		The FCCERS-R tool is a reliable assessment tool used to measure quality through observation and documentation reflective of what is happening in the child care setting. “A	

<p>Rating Scale Revised Edition 2007 (FCCERS-R) training to learn the appropriate use of FCCERS-R and be able to improve the quality of their own child care environments.</p>	<p>number of studies have shown that environmental quality as defined by these instruments is predictive of child outcomes both during the period of time children are in these environments and as they move into school.”¹</p>
<p>Project Specialist will conduct an initial 3-4 hour FCCERS-R assessment to measure the current level of quality being offered in the provider’s home based setting. With the child care provider, the Specialist will identify key areas of need based on the initial assessment and develop a quality improvement plan. Providers will receive specialized assistance from the Project Specialist to reach a satisfactory level of quality.</p>	<p>Quality improvement plans will include a range of service options depending on the needs of the program and will include site materials/supplies, hands on training/coaching, and/or providing access to workshops/college classes or other professional development opportunities.</p>
<p>Project Specialist will conduct a follow-up/post assessment using the initial FCCERS-R scores and quality improvement plan as their guide. It is expected that during this final assessment all participants will score a minimum of two points, on the 7-point scale in the areas focused on in the quality improvement plan.</p>	<p>One focus of the quality improvement plan will be on health and safety practices based on results showing that providers have consistently scored low on the FCCERS-R assessment, administered by Children’s Home Society of California (CHS), regardless of how many years the person has been a provider. Health and safety practices include hand washing, toy sanitizing, and diapering procedures. A low score may include a provider practice of using one wash cloth for 10 children leading to more illnesses and families missing work. CHS, through visits to licensed FCC homes, estimate that 50% of Yuba County child care providers, on a scale from 1 to 10, are below average in quality, and less than 1% of the providers are considered exceptional.</p>

¹ Family Child Care Environmental Rating Scale Revised Edition, 2007, p 2

<p>Project participants who successfully complete the process will be entitled to program incentives.</p>	<p>The FCCERS-R evaluation process has proven to be effective in assisting providers to set up quality child care environments. However, in order to assist providers to move up on the FCCERS-R scale, it requires trained staff that can provide support and coaching to make the necessary changes to the provider’s child care setting. Research has shown “provider affiliation with a staffed network—particularly one with a specially-trained coordinator and supportive services to providers—is associated with higher quality care.”²</p>
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<p>Intervention #2 Desired Outcome – Improved Child Development Work with providers and parents to improve child outcomes in the areas of language and social skills, in order to help children be ready for school.</p>	
<p>Primary Services, Activities or Efforts</p>	<p>Rationale</p>
<p>Program Specialist will administer and train providers on the Desired Results Developmental Profile-Revised (DRDP-R) instrument in order to measure children’s personal and social competence and whether they are safe and healthy.</p> <p>Program Specialist will administer and train providers to use the <i>Ages & Stages Questionnaires: Social- Emotional (ASQ:SE)</i>, a behavior assessment instrument, to assist in identifying and developing challenging behavior strategies or appropriate referrals.</p> <p>Program Specialist will provide training, information and access to screening and referral services for families (i.e. health, mental health, special needs, and Child Development Specialist).</p>	<p>Research shows that children, who are socially competent, healthy and are provided care in a safe environment, are more likely to be successful in school.</p> <p>Increased knowledge will enhance parent -provider relationships and improve child outcomes.</p>

² Juliet Bromer, Ph.D., *The Family Child Care Network Impact Study: Promising Strategies for Improving Family Child Care Quality*, Erikson Institute Policy Brief, 2009, No. 1

Intervention #3 Desired Outcome – Improved Family Functioning Improve parent and family knowledge, in partnership with the child care provider, including increased access to parent education, literacy and school readiness materials and information.	
Primary Services, Activities or Efforts	Rationale
<p>The Program Specialist will provide training and resources to both the provider and parents to increase knowledge in the areas of child development, behavior, language and literacy, and school readiness.</p> <p>Using research based materials and the mentoring by the Program Specialist, relationships between the child, parent and provider will improve and continue to evolve resulting in improved child outcomes.</p>	<p>Research shows that parent support and engagement in their child’s development and education is critical to their success in school. Building relationships that support and provide resources to enhance the environment and relationships where the child spends the majority of their waking hours is crucial.</p>

5. Program Description

The program will target 30 Family Child Care Providers (FCCPs), over three years. Enrollment priority will be given first to large FCCPs, providing full day care to children 0-5 years of age and have limited access to quality enhancement and professional development resources. It is anticipated that applications will be received from providers throughout the county, licensed as large, up to 14 children, and small family child care homes, licensed for 8. During the first year, assessment as to whether a 2nd and 3rd year participant component is necessary should be explored.

Recruitment will be done in partnership with Children’s Home Society of CA, our local child care resource and referral agency, the Child Care Planning Council of Yuba & Sutter Counties and the Bi-County Family Child Care Association. Flyers will be mailed to all licensed child care providers in Yuba County. All materials will be made available in English and Spanish. Participants who successfully complete the program will be entitled to \$100 and materials and supplies. All incentives will be based on the child care provider’s FCCERS scores and quality improvement plan.

The first three months will be used to develop partnerships, advertising, recruitment, and finalizing details in order to implement the intervention strategies. The FCCERS-R training will be conducted at the end of the first quarter once applications have been received and project participants approved.

6. Program Outcomes

ECE-QIP will know if the interventions have made a difference related to child outcomes if:

- 1) Safer, healthier, and more developmentally appropriate child care environments are prevalent and are measured through pre/post assessments using the FCCERS-R.
- 2) Children’s language and social skills have increased as measured by those areas of the DRDP-R.
- 3) The Specialist provides training to families and providers to understand normal child development and how to observe children and uses the ASQ-SE screening tool, as a resource, to link to further

services, as needed. Providers will include number of children screened and referred on a quarterly basis.

- 4) The Specialist provides training in how families can access community services and reports quarterly on number and type of referrals.
- 5) Family stress has been reduced because they know they have a good provider; I like her, I can communicate with her, and I know my child is safe and learning.
- 6) Participating providers have strong family communication skills demonstrated by pre/post family surveys.
- 7) Improved communication and collaboration between the child care provider and parents has resulted in more comprehensive early child development services reaching families.

7. Annual Budget

The First Five Yuba Commission has allocated \$100,000 annually to support the Early Care and Education Quality Improvement Program for the next three years. It is anticipated that submitted budgets would include administration costs including a child development specialist with a minimum of a bachelor's degree, staff benefits, staff training and travel costs, and overhead costs. In addition, program costs would include funds to support quality improvement plans, participant training and activities; funds to support parent and family components; incentives for completing a FCCERS-R training; and, a program incentive upon completion of program goals.

8. Invitation to Submit Bids

The First Five Yuba Commission is looking for a long-term mutually beneficial independent contract relationship to assist the Commission in its efforts to achieve sustainable outcomes on behalf of children 0-5 and their families in Yuba County.

The Commission invites bids for a consultant and/or consultant organization to enter into an independent contract for an initial three year term of September 1, 2010 through August 31, 2013. A maximum of \$100,000 per year will be allocated. After the initial term, a one-time three year extension may be considered by the Commission if the consultant is meeting their service delivery goals and the Commission decides to continue the program.

9. Bidders Qualifications

Knowledge and experience:

- implementing quality Child Development programs,
- working with family child care providers,
- providing resource and referral services,
- providing environment and child assessments, and
- in parent engagement and support.

10. Procedure

Response to Request for Qualifications should be 12-point font, single-spaced and single-sided, on 8½ x 11 white paper, with at least 1" margins. Please submit one original signed copy and eight copies addressing the following criteria, mailed or hand-delivered to the Commission office by 4:00 p.m. on July 10, 2010.

I. Background and Experience (2 page maximum)

Please provide a description of yourself and/or your organization. This description should include your or your organization's primary purpose and function in the field of child development, philosophy (e.g., mission, vision and values), how long you or your organization has performed the type of work requested in this RFQ, the degrees and credentials held by staff who will work on the ECE-QIP project, information addressing the above "Bidders Qualifications" and the general range of child development professional development services in which you and/or your organization has experience.

Please also discuss any grants/contracts awarded by any other First 5 Commissions, and your familiarity with issues facing Children and Families Commissions.

II. Scope of Work (1 page maximum)

The description should provide details regarding how you will approach the work described in this RFQ.

Required Attachments

In addition to Sections I - II above, please include the following attachments with the Response to the Request for Qualifications:

1. Budget and Budget Narrative – Provide projected costs using a line-item format, covering all annual costs to provide the services requested in this RFQ along with a brief description and purpose of each line items using the included "recommended annual budget" as a guideline.
2. Resume – Include the resumes of the staff expected to work on this project.
3. List of References – Provide a listing of the names, addresses, telephone numbers, email addresses (if applicable), and agency contacts of no more than five (5) former clients and the title of the project completed. The Commission may contact some or all of the bidder's references as part of its review process.

11. Rights and Responsibilities

1. The Commission reserves the right to cancel the RFQ process at any time for any reason, even after review of all the applications.
2. All cost incurred by the applicant preparing the proposal, or cost incurred in any other manner by the applicant in responding to this proposal will be solely the responsibility of the applicant.
3. The Commission is under no obligation to award a contract to the applicant who presents the lowest cost or highest yield. Selection will be made based on overall evaluation of the applications and the best interests of the Commission as determined by the Commission.

4. The Commission reserves the right to negotiate changes to proposals, offer awards of contract agreements for all the services offered in a proposal, or for any portion thereof, recommend and/or award in amount(s) less than stated in the proposal, and to negotiate a reduction or increase to the proposal.
5. The Commission reserves the right to accept all or a portion of any application.
6. Late bids, faxed or emailed bids will not be accepted.
7. All proposals become the property of the Commission.
8. The entity submitting a proposal agrees that by submitting a proposal, it authorizes the Commission to verify information and/or references provided in the proposal.
9. Proposals are considered public record the day after the deadline for proposal submission.
10. The individual or agency awarded the project will be an independent contractor and not an officer or employee of the Commission.

Responses to the 2010 Request for Qualifications must be dropped off or mailed to Jenny Sharkey at First Five Yuba, 1114 Yuba St., Ste. 121, Marysville, CA, 95901 by July 10, 2010. If you have any questions, please contact Jenny Sharkey at (530) 749-4876 or at jsharkey@co.yuba.ca.us.