

Addendum 1

Questions from Bidders

MTO3-21Q Management Training

1. Question: Earlier this year when we spoke to Tim McCartney, Mike Patton and Margie Weaver, they suggested that approximately 50-60 leaders/managers within their divisions would need this training and that flexibility in scheduling sessions as well as multiple sessions would likely be required to accommodate getting all leaders/managers trained. Is this still accurate?
 - a. Answer: *This is accurate.*
2. Question: The proposal mentions that trainings should be “short term”. What does this mean?
 - a. Answer: *We anticipate this will be for just one contract period and not ongoing.*
3. Question: The proposal mentions being able to accommodate “mentoring pairs”. How so (what are you envisioning here) and do you need any assistance in selecting mentoring pairs?
 - a. Answer: *HCJFS has a mentoring program and have 12 mentor-mentee pairs that may participate in the trainings. Not all mentees are managers. This is mentioned so that interested training providers could include information that would be helpful for individuals who are being developed for future roles as managers. We do not anticipate that there will be specific trainings just for these pairs.*
4. Question: How long would you like each workshop? Our standard program length for each of the topics you requested are around 75-90 minutes. That said, we can extend them to 2-hours if you prefer, but would not recommend going beyond 2 hours. Would you like us to quote both our standard program (75-90 minutes) and extended 2-hour version?
 - a. Answer: *What you are proposing is acceptable. We expect interested training providers to provide sample curriculums based on their expertise, including length of training sessions.*
5. Question: We offer a number of additional training programs and workshops, would you like us to list these out in our proposal for future reference?
 - a. Answer: *Yes*