



County of Fairfax, Virginia

ADDENDUM

DATE: November 12, 2020

ADDENDUM NO. 1

TO: ALL PROSPECTIVE OFFERORS

REFERENCE: RFP 2000003079

TITLE: Recreational Program Services

DUE DATE/TIME: December 8, 2020 @ 10:00 a.m.

The referenced Request for Proposal is amended as follows:

1. Refer to Attachment 1 in this document for responses to questions received.

All other terms and conditions remain the same.

Nicole Cifci, CPPB, VCA
Contract Specialist II

THIS ADDENDUM IS ACKNOWLEDGED AND IS CONSIDERED A PART OF THE SUBJECT REQUEST FOR PROPOSAL:

Name of Firm

(Signature)

(Date)

A SIGNED COPY OF THIS ADDENDUM SHOULD BE RETURNED PRIOR TO DUE DATE/TIME OR MUST ACCOMPANY PROPOSAL BY WAY OF UPLOAD TO FAIRFAX COUNTY'S PROCUREMENT PORTAL AT [HTTPS://FAIRFAXCOUNTY.BONFIREHUB.COM](https://fairfaxcounty.bonfirehub.com).

NOTE: SIGNATURE ON THIS ADDENDUM DOES NOT SUBSTITUTE FOR YOUR SIGNATURE ON THE ORIGINAL RFP DOCUMENT. THE ORIGINAL PROPOSAL DOCUMENT MUST BE SIGNED.

Department of Procurement and Material Management
12000 Government Center Parkway, Suite 427
Fairfax, VA 22035

Website: www.fairfaxcounty.gov/procurement

Phone: 703-324-3206, TTY: 711, Fax: 703-324-3228

ATTACHMENT 1

- Q1. Do you think any of the issues related to declining enrollment in Sports Zone (or whatever replaces it) could be improved if a really fun camp came in and tried some different things? I'm asking because, I know of a number of sports-themed camps that are really aimed at the average kid and do really well with enrollment. I can see why that might not be as successful necessarily at a RECenter but I thought I'd ask?
- A1. **The decline in our variety sports zone camp may be a direct reflection of the more specialized sports camp options and overall increase in offerings/selection. Any kids wanting a variety camp and not a sports only focused camp can enroll in our ROCS (RECenters Offer Cool Stuff) variety camp.**
- Q2. What type of space is usually available for a camp like Sports Zone? Gym? Field? Pool time? Anything else? Does it vary by RECenter? Or by week?
- A2. **Sports Zone space is dependent by site. South Run, Audrey Moore and Lee mostly stay on site and use the fields and gym (Lee & AM). Prov, Oak Marr, Cub Run bussed to a nearby school. All were weekly camps.**
- Q3. If we added "specials" to a multi-sport camp -- i.e., chess/robotics/science or even something like an occasional pottery or video game truck or something -- do you think that would help enrollment? I wonder about a couple options...one is a sports mix camp that has cool specials pretty regularly, and the other is just an SKE camp that has a mix of like 4-5 different SKE activities, including sports?
- A3. **It could be worth trying all sorts of variations in order to see what is popular.**
- Q4. More broadly -- if we had a multi-sport camp that we thought would be really good, and had an RFP accepted for it, how hard or easy would it be to get it placed in a bunch of RECenters when this new contract starts for summer camps in 2022? Do you think all your incumbent vendors will be back and there won't be any gym/field space available outside of maybe the 2-3 RECenters where you used to run Sports Zone? Or might there be some space available elsewhere as well? We have been considering a couple different ways to do this bid, and we'd probably do it one way if a sports camp was likely to top out at 2-3 RECenters like the existing Sports Zone camps. But we'd do it a totally different way if there was a chance that -- if this is good and successful -- it could get placed in most or all of the RECenters for a bunch of weeks?
- A4. **It is unknown how hard or easy it would be to get placed at RECenters as it would depend on what new contracts are in place. It is not known what vendors will be on contract at this time and what spacing their programs would require.**
- Q5. What about pricing? Do you think it would help if the sticker price was lower, i.e., \$219? One of the strategies we've considered with this type of camp in the past is to aim for a pretty low price point but try to really max out enrollment, like 40-50 kids each time it's offered. I'd also add that this particular strategy would only work if the County was willing to stick to a relatively low price point as well. If we offered a camp at a low price point and then the sticker price was \$259 anyway, that probably would not have the desired effect?
- A5. **We are always interested in low price points to serve people of all economic backgrounds. The only time it would be an issue is if the program competes with one of our inhouse programs.**

ATTACHMENT 1

- Q6. Section 16.1.c requires "subsequent screening" - Can you clarify? What exactly does subsequent mean? Can you be explicit and provide the specific subsequent period of time and methodology?
- A6. **Once an award is made the offeror will submit background checks for all current personnel who will be working on programs for our clients. After that point in time, as new employees are hired, those new employees will have to undergo the required screenings. So, these are "subsequent screenings" in that they are taking place after the initial screenings upon award.**
- Q7. Attachment A7 - The "Signature/Date" field will not accept a digital signature. All other digital signature fields in the attachment work. Do I have a problem or does the attachment need to be updated?
- A7. **The forms were provided as a fillable document for ease of use, however there is no guarantee it will work properly. The documents can also be printed and completed as well.**
- Q8. Section 16.a defines the national criminal background check as, "as one that searches all fifty (50) states official repositories for state police reports, or a FBI national background check." Our current security service has informed us that Outside of the FBI's fingerprint-based criminal history search, there technically isn't a 50 state criminal history search. We currently perform an Expanded Criminal History search for all employees researching two different national criminal indexes, but these do not equate actual court or law enforcement checks in every jurisdiction in the land. We also perform an expanded Criminal History Search, a SSN Trace – validates the SSN and provides an independent address history based on consumer activity, an Auxiliary National Criminal Index Check, a FirstAlert National Arrest Check and a search of every Federal, State/County jurisdiction where the applicant has lived worked or attended school in the last 7-10 years Would our current check meet the requirement or will we be required to perform a FBI national background check?
- A8. **Yes, your current check will meet these requirements.**
- Q9. The pricing form asks to provide a separate form for each program, which I will do for my camps since they vary. I also have a lot of classes, but many are all the same price, and, on my amendments, they are just listed as 55-minute classes. Instead of providing a sheet for basketball 1 ages 6-8, basketball 1 ages 8-10, etc. is it okay if on one pricing form I just type 55-minute classes, and then list them in that space? If I need to do a separate sheet for each class, no problem, just checking?
- A9. **Yes, if the classes you are offering are all the same class length and the pricing for each of those classes remains the same, then only one pricing form would be needed.**