



## QUESTIONS & ANSWERS FOR RFP HILLSBOROUGH INFANT & TODDLER INITIATIVE

**Please be advised all questions are keyed as submitted:**

**Question:** I wanted to confirm the information below:

**Organization:** ELC of Hillsborough County  
**Advertisement Number:** [RFP-05890](#)  
**Advertisement Type:** Request for Proposals  
**Title:** Hillsborough Infant Toddler  
**Commodity Code:** 56121500: General classroom furnishings  
**Open Date:** Jul 11, 2023  
**Close Date:** Jul 26, 2023  
**Agency Contact:** Theon Salley  
**Phone:** (813) 515-2340  
**Address:** 6302 E. Dr. Martin Luther King  
**Email:** [tsalley@elchc.org](mailto:tsalley@elchc.org)

**Answer:**

The dates are correct. Please refer to the RFP for details on the complete address and information requested for each proposal.

**Question:** Will this RFP be awarded to more than one vendor, and if so, how many vendors do you anticipate being awarded?

**Answer:** The RFP will only be awarded to one vendor

**Question:** For section “2. Methodology and Approach Narrative/Question #2. Include all items to create each of the spaces or centers listed below with the cost of each item after all discounts have been applied,” would you like us to include furniture options?

**Answer:** Based on the companies knowledge of early childhood environments, include the materials, equipment and furnishings need to create new spaces for each age group listed or all items needed to create the play areas/spaces requested.



**Question (Gresso):** I received the request below regarding Gressco. How can I help you

**Answer: (ELC):** The Early Learning Coalition of Hillsborough County posted a Request for Proposal (RFP) for the Hillsborough Infant & Toddler Initiative on the My Florida Marketplace. The RFP is seeking a supplier of infant & toddler furnishings, materials, and equipment. The RFP includes information on what companies include in their proposals as well as instructions on how to submit a proposal if your company is interested. The posting on the My Florida Marketplace is intended to inform companies that RFP's are being accepted and I should be contacted if there are questions about the requirements or instructions for submitting proposals.

Please visit the My Florida Marketplace to view the RFP, if you are interested in submitting a proposal. I hope this helps.

**Question:** Is there a template that you would like us to use for describing the items? And is this information email directly to you?

**Answer:** The items should be listed based on the categories of play areas or classrooms requested in the RFP and the template should be formatted the best way for your company to illustrate the materials and furnishings you are able to provide based on your inventory. Proposals should be sent to Theon Salley, Infant Toddler Coordinator, Early Learning Coalition of Hillsborough County 6302 E. Dr. Martin Luther King, Jr. Blvd. Suite 100, Tampa, FL 33619 or emailed to [tsalley@elchc.org](mailto:tsalley@elchc.org) and [yhernandeztamayo@elchc.org](mailto:yhernandeztamayo@elchc.org).

**Question:** These items are manufactured in China. Is this an issue?

**Answer:** The location of where the items are manufactured is not an issue.

**Question:** Are you able to give me an idea of quantities needed for crib sheets, cot sheets & blankets? (Approximately).

**Answer:** The RFP provides numbers of children that would occupy each classroom/age group. The materials should reflect those numbers when including the number of sheets, cots and/or cribs in your proposal for the appropriate age group.

**Question:** Delivery would take 60-75 days. I want to make sure this is acceptable

**Answer:** Please refer to Section VII of the RFP for the attributes and weights included in the RFP scoring, which includes the ability to meet timelines.

**Question:** Provide a list of materials and furnishings to create new environments for each of the age ranges and number of children to be occupying the space



**Answer:** Infant Environment (6weeks-12months Number of children -4). Young Toddler Environment 12-24 months, 6 children. 2 Year Old Environment 24-36 months, # 11 children.

**Question:** Include all items to create each of the spaces or centers listed below with the cost of each item after all discounts have been applied.

**Answer:**

Infants 6 weeks-18 months	Toddlers 16-36 months
Infant STEM kit	Toddler stem kit
Infant Gross motor kit	Toddler gross motor kit
Infant fine motor kit	Toddler fine motor kit
Infant literacy kit	Toddler literacy kit
Infant sensory kit	Toddler art/sensory kit
Infant book nook	Toddler cozy area
Infant Selfcare/Diapering area	Toddler block area
	Science area

**Question:** When building out the different age group environments, we will be including a mix of furniture & kits/resources, is this what they're looking for?

**Answer:** Based on the companies knowledge of early childhood environments, include the materials, equipment and furnishings need to create new spaces for each age group listed or all items needed to create the play areas/spaces requested.

**Question:** Would they like us to quote out product by single quantities or by # of children per classroom?

**Answer:** Please quote price for each single item, then total if more than item is needed for the space (Example: 4 cribs for infant room, price of one crib then price of total of 4 cribs) and then provide total of all items for that room or play area.

**Question:** Are you looking for materials and furnishing categories separately or can they be combined based on the environment?

**Answer:** The RFP requests that vendors provide a list of items to create a new environment for each age groups and number of children to occupy the space and then items to create individual play spaces/areas.

**Question:** Will the Fast Facts in your proposal be the same for 2023? Budget, Classrooms etc.

**Answer:** The Fast Facts will be the same.