



DIVISION OF FINANCE – PURCHASING DEPARTMENT

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ADDENDUM #1 RFP #25-0079 EVIDENCE-BASED PROGRAMS - JUVENILE SERVICES

December 15, 2025

The following is to ensure that vendors have complete information prior to submitting a *Request for Proposal*. Here are some clarifications regarding the Evidence-Based Programs – Juvenile Services:

Questions and/or statements of clarification are in **bold** font, and answers to specific questions are *italicized*.

1. **Can you please explain “Youth Competencies” which is the last item on checklist on last page? The RFP does not appear to describe this element.**

Answer: This check-off sheet was unedited from the previous RFP, and that item is no longer applicable. It can be disregarded.

2. **What licenses, permits, and certificates are necessary to provide Juvenile Services in the State of Kansas?**

Answer: All providers should submit a Kansas Tax Clearance, and a Kansas Certificate of Good Standing from the Kansas Secretary of State’s office. Any additional licensing or certificates would depend on the nature of the service provider, and/or the services to be provided.

3. **At the pre-bid conference it was explained that budgets should start in January 2026, however, the award announcement is not scheduled until February 4, 2026. What is the anticipated period of performance & budget period.**

Answer: The KDOC funding period of performance for this activity is identified as January 1, 2025 – June 30, 2027, and that was the budget period identified. Since contracts will not be executed until after Feb 4, it is unlikely that any expenses prior to contract execution could be reimbursed.

4. **Does the budget affect the overall scoring as shown on RFP page 7? If so, please describe.**

Answer: *Yes. The overall cost model (price of services, value, etc.) is included scoring item (a) “Overall project plan/agency capability.” The required budget documents are intended to assist proposers to understand eligible cost items.*

5. **Would the contract for these services be cost reimbursement or performance based?**

Answer: The project budget will be confirmed/included/incorporated into the contract document. Providers can submit invoices each month following the close of the month for which the service was provided. Documentation of provider costs/expenditures is required to be included with invoice. Line-item budget adjustments may be requested in writing at any time during the contract period.

6. Can you please describe what should go in the budget column titled “Annual Other Contract Budget”?

Answer: If the proposed activity is not fully funded by Sedgwick County DOC, additional funding sources for the project should be included in this column.

7. Is there a desired total service level or cost per participant for this RFP? If so, please describe.

Answer: Cost-per-participant will vary based on nature of services to be provided and program model proposed. No service level or cost has been pre-identified; however, the overall value of proposed services/program-model will be evaluated as part of scoring factor (a) “Overall project plan/agency capability”

8. Would our proposed program be required to serve ages 10 and up, or would an older youth target population be allowable if our program is consistent with the RNR model of intervention?

Answer: There is no required age group to be served with this funding. If a provider proposes to serve clients aged 10 or older, they should utilize the instrument(s) referenced.

9. Can out-of-state vendors apply?

Answer: If they can meet the requirements listed on page 11, Appendix F, to provide both a Kansas Certificate of tax clearance and a Kansas SEC certificate of good standing to provide services in the state of Kansas, we could consider them for funding.

10. Is there a budget cap for this project?

Answer: We anticipate a minimum of \$500,000 total funding available.

11. On average, how many youths are served per year or month?

Answer: In SFY24, five (5) programs received JCAB EBP funding, and a total of 558 clients were served. Depending on the nature of services provided and the amount of each award, funded programs ranged from serving as low as 10 clients to as many as 390.

12. Do all services have to be Evidence-based, or can we also add promising practices and research-informed services and programs?

Answer: In addition to the information provided in the RFP, proposers may wish to also reference the 2024 Kansas statute governing the use of these funds <Kan. Stat. §75-52,164> which states the goal of “implementing evidence-based community programs and promising practices.”

Firms interested in submitting a ***Request for Proposal***, must respond with complete information and **deliver on or before 1:45 pm CST, Tuesday, January 6, 2025**. Late responses will not be accepted and will not receive consideration for final award. **“PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE RFB RESPONSE PAGE.”**



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Purchasing Agent
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