



Commonwealth of the Northern Mariana Islands  
Department of Community and Cultural Affairs  
**Child Care and Development Fund (CCDF) Program**  
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Capitol Hill, Saipan, MP 96950  
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**Responses to questions on RFP23-DCCA/CCDF-42300042**

1. We have reviewed your website to compile some preliminary data on licensed and licensed exempt home-based providers but were not able to find any data on licensed exempt home-based providers. Are you able to provide the most recent data on licensed-exempt home-based providers in the CNMI.

**CCDF Response: YES. But only those needed for this RFP.**

2. The online survey is a very important aspect of our narrow cost analysis assessment and would like to know if your office will be approving the online narrow cost analysis assessment survey before publication on the CCDF website?

**CCDF Response: YES. All documents that will go out to the public must be approved by CCDF. It is highly recommended that for any documents, communications, etc. for the public must be submitted to the CCDF Office at least 10 working days for review and approval. This will give CCDF Office the time for any follow up clarifications.**

3. Given the demand and short timeline required for this rigorous project, will CCDF be able to allocate any upfront cost for immediate expenses? Otherwise, please let us know if the terms for this project will be on a monthly basis.

**CCDF Response: The CNMI Procurement Regulation does not allow for CCDF to provide for upfront cost related to any activities. Payments are done on a monthly basis with corresponding bill/invoice and attached report. CCDF reserves the right to hold payments until all required documents related to the bill/invoice have been submitted. Last payment will not be processed until all reports and Scope of Work has been completed, report completed, and CCDF has accepted the reports and all related documents.**

4. Could you share how many home-based childcare providers are currently working on each island? We'd like to understand the provider population across Saipan, Tinian, and Rota.

**CCDF Response: Saipan: 33 Tinian: 9 Rota: 19 Total: 60**

5. We're wondering about the 25 hours of technical assistance mentioned – is this meant to be shared across all providers, or should we plan for 25 hours per provider?

**CCDF Response: To be share across all providers.**

6. Have you done any previous cost surveys or analyses that we might build upon?

**CCDF Response: Yes. Please see childcare website.**

7. What languages do your providers primarily speak? And how many providers may need these services?

**CCDF Response: English. But best practice will tell us that when a provider requests for translation, that the consultant will be able to provide that service. Currently, home based providers are: Chamorro, Carolinian, Filipino, Palauan, Korean and Chinese.**

8. Do you have relationships with meeting venues on each island?

**CCDF Response: Yes. However, the scope of work indicates that it is the consultant/vendor's responsibility to secure the venue for any and all meetings for this activity.**

9. Could you give us a ballpark budget range for this project?

**CCDF Response: No. We will not be able to provide that information.**

10. Are there any specific challenges you've face when engaging with providers that we should be aware of?

**CCDF Response: Home based providers provide services over and beyond their program time. It is highly encouraged that the consultant/vendor work with the providers for their preferred times for any meetings, and/or communications.**

11. Are there specific elements of your QRIS for home-based providers that should be highlighted in our cost analysis?

**CCDF Response: Please see page 2 number 8(1)(iv) for expectations.**