



October 25, 2023

TO: Potential Applicants

FROM: RFA Lead

SUBJECT: OERSJ 2023 Technical Assistance and Capacity Building for Community-Based Organizations and Small Businesses RFA - Amendment 1

The purpose of Amendment one (1) to this RFA is:

1. RFA Cover Page is amended to read as follows:

Due Date and Time:
No Later than October 27th, at 12:00pm PST.
2. Section VI. Key Milestones and Deliverables is amended to read as follows:
Application form submittal: Due October 27th, at 12:00pm PST.
3. All questions that were asked during the RFA Info Session and King County's responses are attached below. The RFA Info Session slide deck and recording are uploaded to the Reference Materials and Application Instructions sections on the [King County website](#).

Please note:

- All communication regarding this RFA must be directed to the RFA Lead at psutton@kingcounty.gov. All other communication will be considered unofficial and non-binding on OERSJ. Communication directed to parties other than the RFA Lead may result in disqualification of the potential bidder.
- Proposals are due **October 27th, at 12:00pm PST.**

Thank you,

Phyllis Sutton
psutton@kingcounty.gov

Technical Assistance and Capacity Building for Community-Based Organizations and Small Businesses

Info Session Questions and Answers:

10/18/2023

1. How many contracts were awarded to small businesses and CBOs?
 - a. 84 small businesses and CBOs
2. Is time with us mandatory in their contract?
 - a. Yes, it is.
3. How will you delegate the clients to providers?
 - a. It depends on the capacity and type of technical assistance that the awarded technical assistance providers can provide. We do not want to overwhelm providers and acknowledge that some providers can take on more clients than others. We will work with technical assistance providers closely to figure out what is a good match.
4. What criteria are you looking for in TACB providers?
 - a. Page 12 for the request for applications has a rubric that shows how we will assess the skills and experience of providers. We hope to award agencies who have experience with providing similar types of technical assistance to small businesses and community based organizations.
5. How will you allocate the \$350K to agencies?
 - a. It depends on how many technical assistance providers apply and are awarded and their expertise areas. We do not have a specific plan for how we will allocate, it depends on the needs and the abilities of the providers.
6. Is there a minimum and maximum budget you will provide for an agency?
 - a. No
7. Is the 1-2 hour initial meeting billable?
 - a. Yes
8. As a consultant company, if we need to, we hire additional consultants. Do you consider that subcontracting?
 - a. No.
9. Will providers be assigned clients we provided technical assistance to on in the Racism Is a Public Health Crisis grants?
 - a. We can definitely take this into consideration as we match technical assistance providers with clients. We will have that discussion internally before awards are made.