

Local Food Resource Network RFP
Questions and Answers
from Pre-proposal Conference, held June 22, 2011

Q - How does the timeline work with the public garden season?

A - There is a current contract in place that is providing services to the project through the summer. We realize it is a tight timeline; and the RFP had to go through the City's processes to ensure a fair competitive process.

Q - What is the City looking for in the letters of commitment from the Agencies?

A - We are looking for a clear indication of the commitment of partners and clarity about the roles partners will play in completing the work of the project.

Q - Will there be Hub Leaders on the Review Team?

A - The Review Team has not been chosen at this time; we will consider the implications.

Q - Will the program be affected by the State shut down?

A - The funding is from a Federal source that passes through the State. At this time it does not appear the project will be affected by the State shut down.

Effective 6/28/11 the Minnesota Department of Health notified their grantees that federally funded projects already in progress could continue even if the State is shut down. That includes this project.

Q - From the City's perspective, what is going to happen when the grant period ends, i.e. March 18, 2012?

A - At this time, the City does not have funding to continue the project beyond this date. The City does believe the project provides valuable services to the community and we are interested in seeing the project continue. The RFP requires grantees to describe how they will be able to attract additional funding and provide sustainability to the project.

Q - After the end of the grant period, March 18, 2012, will the City be willing to write collaborative letters to Agencies?

A - Yes.

Question submitted after the pre-proposal conference:

Q- In 2010-2011, Gardening Matters provided administrative support to volunteer-run Local Food Resource Hubs. I am wondering if this RFP was developed in cooperation with Gardening Matters. Will the grantee from this RFP work with Gardening Matters to expand the Local Food Hubs, or will the grantee become the new lead agency working on this project?

A - Gardening Matters was the contractor for the first phase of the Local Food Resource Hubs Network's development. The purpose of this RFP is to determine a contractor for the second phase of work. This RFP was not developed in cooperation with Gardening Matters, however, the work completed to date did inform the RFP. The new grantee for the next phase of work will be the lead agency/contractor and will be required to provide administrative support to the project. All applicants for this RFP will determine if they will work with partners and, if yes, identify those partners in their proposal.