



**List of Questions Received for
Request for Bids 2026-AF-9700
Housing for Aging Families Enabling Technology Strategies**

1. Is the bidder responsible for generating the members of the Stakeholder Workgroups for all required meetings, or will the locations and attendees be pre-determined? Furthermore, how many stakeholders are required to complete the Workgroup?

Answer: Yes, the bidder is responsible for all tasks related to convening and implementing the Stakeholder Workgroup. However, members must be selected with input from Council staff to minimally include people with I/DD, family members (i.e., parents, siblings, guardians), and selected local and state agency representatives. All Stakeholder Workgroups are expected to be held virtually. There is no cap on size.

2. Will each Stakeholder Workgroup meeting be with the same Stakeholder Workgroup across all 4 quarters? Or will each meeting require an additional pool of Stakeholders?

Answer: Yes, it is anticipated that the Stakeholder Workgroup members will remain consistent across all 4 quarters.

3. Is there a quorum for Stakeholder Workgroup meetings? If so, how many Stakeholder Workgroup members must be present for the quarterly meeting to be officially recognized?

Answer: No, there is no quorum for Stakeholder Workgroup meetings.

4. Are all Stakeholder Workgroups to be conducted virtually?

Answer: Yes.

5. Please specify the number of in-person meetings that are required across the project period.

Answer: No in-person meetings are required. In-person participation to present findings and recommendations to the Florida Developmental Disabilities Council is preferred. However, a virtual presentation of findings and recommendations would be acceptable. Other travel may be appropriate as determined necessary by the bidder to fulfill the required scope of work.

6. Please specify the number of “regularly scheduled meetings with program staff” that bidder will be required to attend during the project period. What is the frequency of and time-requirement for these meetings? Is attendance required to be in-person?

Answer: Regularly scheduled meetings with program staff will generally occur monthly unless more frequent meetings are determined necessary. Meetings are typically held for one hour contingent upon the content to be discussed at the meetings. All meetings will be held virtually.

7. Are there any additional quarterly deliverables required besides what’s listed in the RFP?

Answer: No.

8. We would like more clarification around “Complete and submit quarterly deliverables along with supporting documentation to also include an updated work plan each deliverable period,” specifically: Does “quarterly deliverables” refer just to those outlined within the Scope of Work? (i.e. Updated work plan, Stakeholder Workgroup Agenda, Attendance, etc.) What specific “supporting documentation” for quarterly deliverables is recommended or required by the Council?

Answer: Content of quarterly deliverables is defined within the scope of work and work plan. A deliverable table will be developed from the work plan to identify the specific documents due each quarter. Supporting documentation refers to such items as list of Stakeholder Workgroup members, agendas, PowerPoints, minutes or reports with attendance.

9. Please define a “deliverable period”--we assume this is quarterly, but please confirm and clarify.

Answer: Deliverable periods are quarterly as defined in the time frame and work plan (i.e., Quarters are defined by the following dates: Quarter 1: October 1, 2026-December 31, 2026; Quarter 2: January 1, 2027-March 31, 2027; Quarter 3: April 1, 2027-June 30, 2027; and Quarter 4: July 1, 2027-September 30, 2027).

10. Regarding Final Report Item #3 that reads “*Identify gaps, opportunities, and emerging trends related to the use of innovative enabling technologies, including information on how families are currently using technology and the extent of its adoption.*”---does this refer to exclusively within the State of Florida, or nationally?

Answer: This refers to Florida and nationally, consistent with findings from the environmental scan (i.e., “including information on innovative enabling technologies, service models, implementation approaches, and promising practices identified in Florida and nationally”).

11. Is the FDDC Social Validity Survey a pre-established survey? If so, how many Stakeholder Workgroup members must be present for the survey to be officially recognized? Is this survey able to be completed by Stakeholders virtually?

Answer: Yes, the FDDC Social Validity Survey will be developed and provided by the FDDC. There is no requirement for the number of members present to conduct the survey. The FDDC Social Validity Survey will be provided electronically and completed electronically at the last Stakeholder Workgroup meeting.

12. Is the vendor responsible for selecting the stakeholder workgroup members? What role does FDDC have in stakeholder selection? How many stakeholders are required? Can these stakeholders be compensated for participation?

Answer: See the answer to Question 1 above. Stakeholders cannot be compensated for participation.

13. The environmental scan should consider and reflect numbers of families using innovative, enabling technology, and how they are using it. Is that information the vendor should collect in Florida or will national studies suffice (secondary data sources)?

Answer: Data from both Florida and national studies should be collected. Data collected specific to Florida is most pivotal, and national studies would serve as supplementary secondary data sources

14. Please define "desensitization training" as referred to in the Scope of Work 2.e. In this context, what is the feared stimulus?

Answer: It is anticipated that many aging family members may need training to help them understand and overcome any fear of newer innovative, enabling technology. Most aging family members did not grow up with wide use of technology available to younger generations today, so some are reluctant to try new technologies.

15. What parameters should be considered when developing recommendations for demonstration models and environments? What is the funding mechanism for such endeavors? Must these demonstrations be provided in Florida? Should insurance coverage and cost be considered?

Answer: The FDDC plans to continue work in this area over the life of the upcoming 5-year state plan. It is expected that three demonstration models and environments will be outfitted to serve as examples for replication within the State of Florida. A variety of environments will be utilized (e.g., group home, family home) in both rural and urban environments. Dependent upon continued federal funding, the Council will fund the implementation of the models. Information gained from the environmental scan, findings, recommendations, and input from the Stakeholder Workgroup will guide decisions regarding location of demonstration homes within the State of Florida. Insurance coverage for equipment that is developed and subsequently owned by FDDC will be considered. All general liability, workers'

compensation, professional liability insurance, etc. must be paid and maintained by the vendor.

16. Has FDDC or any of its Council Member organizations (such as APD) investigated this topic? If so, does FDDC have access to those findings?

Answer: The Florida Alliance for Assistive Services & Technology (FAAST) is federally funded under the Assistive Technology Act of 1998, as amended in 2004, administered by the Florida Department of Education, Division of Vocational Rehabilitation. They have developed several demonstration homes using enabling technology. There is information available regarding their services as well as YouTube video tours of their demonstration homes. See the following links:

- [**FAAST, Inc. - Florida Alliance for Assistive Services & Technology**](#)
- [**https://www.youtube.com/watch?v=-yaH3rMp5EY**](https://www.youtube.com/watch?v=-yaH3rMp5EY)
- [**https://www.youtube.com/watch?v=FEjf91X0ZE8**](https://www.youtube.com/watch?v=FEjf91X0ZE8)
- [**https://www.youtube.com/watch?v=hHqOx3PdCkE**](https://www.youtube.com/watch?v=hHqOx3PdCkE)