



Request for Proposals Data Management System

Questions + Answers

Last modified: February 19, 2026

*Any questions about this RFP must be submitted via email to funding@first5fresno.org with the subject line: “**Question RFP – Data Management System.**” Questions will be accepted until **Tuesday, February 17, 2026**. If questions are received, responses will be posted on the funding page of the F5FC website (<https://first5fresno.org/what-we-do/#funding-opportunities>) every Thursday beginning January 22, 2026 through February 19, 2026. Note: if questions are received after February 17th, F5FC will not provide a response.*

Question Received	Answer
Week of January 14, 2026 – January 22, 2026	
No Questions Submitted	
Week of January 23, 2026 – January 29, 2026	
No Questions Submitted	
Week of January 30, 2026 – February 4, 2026	
No Questions Submitted	
Week of February 5, 2026 – February 11, 2026	
No Questions Submitted	
Week of February 12, 2026 – February 17, 2026	
1.	<div style="display: flex;"> <div style="width: 45%; padding-right: 10px;"> <p>We understand from the RFP that First 5 Fresno County is seeking a system focused on aggregated, deidentified data collection and fiscal reporting rather than participant-level case management. To ensure alignment, can you confirm whether funded partners will no longer be required to enter participant-level data into</p> </div> <div> <p>Funded partners will not be required, nor have the option, to enter participant-level data in the data system. In addition, First 5 Fresno County (F5FC) staff will not be entering or monitoring participant-level/individual-level data in the data system.</p> </div> </div>



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	the system moving forward, or whether there is still an anticipated need to capture any individual-level information internally?	
2.	Are there particular limitations in how organization profiles currently support aggregated reporting, narrative collection, or fiscal monitoring that you would like a future system to improve?	We recognize there is always opportunity to continue improving upon our fiscal/programmatic data collection and reporting system as technology advances and the needs of our partners and staff shift. With this understanding, the RFP details the specific elements we are seeking in a data system at this time.
3.	What would make a system transition feel successful from a funded partner perspective?	For any potential system transition, our goal is for our funded partners’ experience to be as user friendly (i.e. intuitive) as possible, with an end product that mirrors funded partners’ contract programmatic reporting requirements (i.e. aggregate and narrative data fields) and budgeted line items layouts as closely as possible (please refer to page 4 of the RFP sections 2 and 3 for more information on anticipated data fields and budget line items). F5FC staff would be funded partners’ primary contacts for database technical assistance and support so it will be critical that F5FC staff are fully trained and supported by the data system contractor and communication with the contractor is responsive. This includes trainings, technical assistance and a user guide of database system use.
4.	When reviewing proposals, what characteristics will most differentiate the strongest submission — reporting	Scoring will be based on: <ul style="list-style-type: none"> Overall alignment with the intent of this RFP and vision/mission of F5FC



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	flexibility, fiscal controls, usability, implementation approach, or something else?	<ul style="list-style-type: none"> • Capacity of the applicant to carry out the proposed RFP scope of services • Relevant experience with other First 5s or similar agencies • Appropriateness/feasibility of the proposed budget and activities <p>Submissions may receive a maximum of 100 points. Points are divided between the Cover Page, Narrative, Budget, Virtual Overview Presentation and Attachments (see page 6 for more information).</p>
5.	If you were designing this system from scratch today, what would you prioritize doing differently?	Based on our current reporting requirements and the anticipated needs of our partners and staff, the RFP outlines the specific elements we are seeking in a data system at this time. It is critical that throughout the development and implementation process that the selected contractor maintain ongoing, clear and responsive communication and provides the opportunity to make modifications (as applicable and agreed upon), at no additional cost, to address and adapt to the needs of F5FC staff and funded partners throughout the contract term.
6.	Current system: What platform/system is (or was) currently in use?	Currently we use the Bonterra Apricot system.



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7.	Data migration scope: What if any volume of historical data would need to be migrated?	<p>We currently anticipate the need to migrate the following data, as applicable, for approximately 140 individual contracts (active and closed) from the last six fiscal years starting from Fiscal Year 2020-2021:</p> <ol style="list-style-type: none"> 1) Fiscal data (approximately one budget and four invoices per contract per active fiscal year – approximately 360 budgets and 1400 invoice records) 2) Aggregate programmatic data (approximately four reports per contract, as applicable, per active fiscal year – approximately 580 aggregate records) 3) Narrative text/reports (approximately four reports per contract, as applicable, per active fiscal year – approximately 500 records) 4) Contract information records for approximately 140 individual contracts (approximately 140 records) <p>Costs for any migration, outlined above, should be included in the submission.</p>
8.	Evaluation contractor: Who is the current evaluation contractor, and what level of system access/reporting capability do they require?	<p>Our current evaluator is Learning for Action. They will primarily need access to reporting functions to review and analyze aggregate and narrative data submitted by F5FC funded partners. They will not need access to the fiscal/invoice components of the system.</p>



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9.	Fiscal module specifics: Are there existing invoice templates or budget category structures that the system must replicate, or is there flexibility in design?	We have a Budget Template with required budget categories (i.e. line items) that must be replicated to reflect each F5FC funded partner’s approved contract budget. However, there is flexibility for how the invoice and budget is designed and set up in the data system (i.e. layout and user interface). Per the RFP (page 4) the fiscal component should allow F5FC funded partners and staff to enter and monitor contract budgets and related invoices including spend down amounts (i.e. budgeted amounts versus actuals spent) by budget line item (e.g. Personnel, Operating Expenses, Materials and Supplies, etc.), invoice payment information, generate fiscal reports for annual reporting and include notification functions aligned with F5FC and First 5 California reporting requirements.
10.	User tiers: Of the ~90–100 users, roughly how many are F5FC staff vs. funded partner organizations? How many distinct funded partner contracts do you anticipate?	There are about 10 F5FC staff users and we expect approximately 80-90 funded partner users from about 40 different funded partner organizations. We anticipate about 40 contracts for FY 26-27. We anticipate some increase and decrease in the number of active users and contracts in the data system each fiscal year, based on new and terming F5FC contracts.