

ADDENDUM ONE, QUESTIONS and ANSWERS

Date: 2/9/2021

To: All Bidders

From: Andy Budell and Jennifer Crouse, Buyers
Department of Health and Human Services

RE: Addendum for Request for Proposal 107406 O3 to be opened on 2/16/21, at 2:00 P.M.
Central Time

Revised Attachment B

A revised version of Attachment B has been posted as of 2/9/21. Please ensure the revised document is utilized in the proposal response.

Questions and Answers

Following are the questions submitted and answers provided for the above mentioned Request for Proposal. The questions and answers are to be considered as part of the Request for Proposal. It is the Bidder's responsibility to check the State Purchasing Bureau website for all addenda or amendments.

<u>Question Number</u>	<u>RFP Section Reference</u>	<u>RFP Page Number</u>	<u>Question</u>	<u>State Response</u>
1.	RFP, Scope of Service	i	Are we able to redact the submitted proposal and submit two separate versions: one un-redacted proposal and one redacted proposal named as "Proprietary information"?	No; proposals shall have all proprietary information marked as such as per the RFP.
2.	RFP, III.J (Prices)	19	Can the state confirm the expected budget type (e.g., firm fixed-price)?	Yes, that is the expected budget type.
3.	RFP, IV.A.2 (Technical Approach)	30	Is there a page limit for the technical approach?	No.
4.	RFP, IV.A.2 (Technical Approach)	30	Should Attachment B be submitted separately from the Technical Approach (described on page 30)? Is there a word limit for the responses in Attachment B?	Yes, Attachment B should be submitted separately; no, there is no word limit.
5.	RFP, IV.I. (Summary of Bidder's	30	Page 30 states, "Resumes should include...at least three (3) references (name,	We would prefer that references be from outside the organization who can

	Proposed Personnel/Management Approach)		address, and telephone number) who can attest to the competence and skill level of individual.” Please provide more information about the type of reference you would like us to include. For example, can we include references within our organization?	attest to the competence and skill level of the individual/organization.
6.	RFP, Request for Proposal for Contractual Services Form	33	On page 33 of the RFP, the “Request for Proposal for Contractual Services Form” states that the form must be signed using an indelible method; however, page 4 of the RFP and the Evaluation Criteria state that DocuSign is an acceptable method of signing. Can the state confirm that using DocuSign instead of an indelible method is acceptable for this form?	Yes
7.	Cost Proposal	1	Can the state confirm that bidders should include a single number on the Cost Proposal template, or if further breakdown (e.g., at year level) is expected?	As per page 33 of Attachment C, bidders shall provide cost breakdown in line with the table provided.
8.	Cost Proposal	1	Is the state expecting supporting financial documentation (e.g., a budget narrative) to accompany the 1-page Cost Proposal template?	Yes, bidders shall provide a budget narrative.
9.	Attachment C, Table B1 (Budget for Evaluation Activities)	33	The evaluation design states that on page 34 that data collection and analysis activities are scheduled to occur between 7/1/2020 and 6/30/2021 (DY2). Have any of these data collection and analysis activities already started? If so, what is the status of these activities and would the independent evaluator receive that data?	Data has been and is currently be collected for metric reporting and will be provided to the evaluator.
10.	RFP Section 1.H.1	3	Section 1.W says “SPB will not accept proposals by email, electronic, voice, or	Yes.

			telephone proposals except for one-time purchases under \$50,000.00.” However, section 1.H.1. allows for submission via ShareFile. Can you confirm that we can submit via ShareFile if our proposal is for more than \$50,000	
11.	RFP Section V. Project Description and Scope of Work	27	<p>Please confirm if each of the following are deliverables under this engagement and the due dates (per the approved waiver terms and conditions) for each:</p> <ul style="list-style-type: none"> • MidPoint Assessment – due to CMS 01/01/2022 • Interim Evaluation – due to CMS 06/30/2023 • Summative Evaluation – due to CMS 12/31/2025 	Yes, these deliverables and due dates are correct per STCs.
12.	RFP Section V. Project Description and Scope of Work	27	Who is completing the calculation of the metrics for the quarterly and annual reports that the State is submitted to CMS related to this waiver?	The calculation of the metrics and the quarterly and annual reports are conducted by the state data & analytics team.
13.	RFP Section VI. Proposal Instructions, Part i	29-30	Can the same references be used for multiple staff members?	We would expect that references could be used for multiple staff, particularly if given for a team as a whole.
14.	Evaluation Criteria		We observed that the evaluation design assumes a budget of \$991,702 for this project. We also noticed that there are no evaluation points related to the cost proposal. Will the evaluation scoring acknowledge a proposed budget that is less than the amount in the evaluation design, or should bidders assume this amount as the total budget?	While the budget is part of the RFP, the budget will not be part of the evaluator scoring.
15.				All bidders are eligible to apply; the State determines whether a proposal is

	Attachment C		It appears that Public Consulting Group designed the evaluation plan included as Attachment C. Is this firm eligible to apply for this proposal as well?	accepted keeping in mind, among other criteria, conflicts of interests and fairness in the bidding process. As a general the State does not provide an unfair advantage to any bidder.
16.	General		To what extent are you seeking a contractor to execute the evaluation plan as designed vs. work with you to change and update the plan's design as part of the project?	The evaluation plan has been designed and approved by CMS. Changing or updating the evaluation is not part of the project and should.
17.	Attachment C	32	Attachment A states that the State is responsible for conducting a mid-point assessment of the program's effectiveness. Is this distinct from the interim evaluation report in Y4/Y5?	Yes, this report is different from the interim evaluation.
18.	RFP, Section 1(W)	18	Can the relevance of one-time purchases under \$50,000 to email submission of proposals be clarified?	The language referenced is standard boilerplate language for State of Nebraska RFPs; as such the language in question refers to commodity purchases and should be ignored for the purposes of responding to this RFP.
19.	Summary of Bidder's Proposed Personnel/Management Approach	30	Resumes must have personal references. Can these references be the same as the previous experience/project references in the RFP (p.29 h.i.d)?	The same references are acceptable in instances where there is overlap.
20.	Summary of Bidder's Proposed Personnel/Management Approach	30	Resumes must include at least three references who can attest to the competence and skill level of the individual. Do the references listed have to be references	We would prefer that references be from outside the organization who can attest to the competence and skill level of the individual/organization.

			from other state clients or can they be within the bidders company?	
21.	Attachment B: IE-8 and IE-9	3	Can these example interim and summative evaluation reports be blinded/redacted?	Bidder shall not redact bidder's own proprietary information; it shall be marked in accordance with RFP terms. Proprietary and/or confidential information of a third party that would be included in a sample report may be redacted.
22.	Attachment C: C.1 (Evaluation Design)	21	The evaluation design specifies subgroup analysis. Will the monitoring measures be calculated by the same subgroups and provided to the evaluator, or will the evaluator be responsible for flagging the subgroups? For example, age groups, dual-eligible status, pregnancy status, and OUD diagnosis are specified in the CMS monitoring metrics but presence of a co-occurring mental health diagnosis is not and would likely need to be flagged with detailed claims data.	The subgroup information will be shared with the evaluator but the evaluator is free to conduct their own analysis using the raw data that they will have access to.
23.	Attachment C: C.2 (Target and Comparison Population)	22-23	The evaluation design specifies a pre-intervention time-period of 24 months, but also notes that the evaluation population of individuals with an SUD diagnosis or claim will be determined by the previous 12 months of claims data. Was the intention to have eight quarters of pre-intervention data (would need three years of pre-intervention claims data), or four quarters (two years of pre-intervention claims data)?	The 24-month pre-intervention period and the 12 month SUD population determinant are not mutually exclusive. The 24-month pre-intervention period will look back prior to the demonstration for a baseline for analysis, while the 12-month claims and diagnoses data looks at individuals that are Medicaid eligible and have a diagnosis or claim indicative of a substance use disorder, which will determine the SUD specific Medicaid population. Further information may be found in

				C.2 and C.3 of the Evaluation Design, approximately page 96 (page 22 of Evaluation Design) of the NE STCs with SUD Evaluation Design PDF.
24.	Attachment C: B (Table 4 Evaluation Hypotheses and Measures)	17-20	Can the state provide clarification on which evaluation measures are calculated quarterly and annually?	Monitoring Reports are submitted to CMS on a quarterly (3 quarters) and annual (4 th quarter + annual summative information) basis. Evaluation activities & interim findings are part of each of these reports. Per the STCs, "Monitoring Reports must document any results of the demonstration to date per the evaluation hypotheses. Additionally, the state shall include a summary of the progress of evaluation activities, including key milestones accomplished, as well as challenges encountered and how they were addressed." As such, all evaluation measures would be calculated on both a quarterly and annual basis.
25.	Attachment C: B (Table 4 Evaluation Hypotheses and Measures), Attachments A (Independent Evaluator)	17-20, 22	The independent evaluator is responsible for "Secondary analysis of data collected for monitoring purposes". Will the Independent Evaluator receive and be responsible for calculating the evaluation measures from detailed claims data, or will the Independent Evaluator receive individual-level or measure-specific data with flags or counts needed to calculate the measure for each quarter?	We anticipate the evaluator will have access to the raw data sources.
26.	RFP Section I.H. Submission of Proposals, Item 5	4	For the Cost Proposal, should the Offeror use a format broken out by evaluation activity and demonstration years similar to Table B1 Budget for Evaluation Activities on page 33 of Attachment C?	The state would prefer that it bidder follow this approach.
27.	RFP Section I.N.	5	The RFP indicates that Form	Yes.

			<p>B: Original Request for Proposal Contractual Services, can be signed via DocuSign.</p> <p>Can Completed Sections II through VI also be signed using DocuSign?</p>	
28.	RFP Section I.N.	5	<p>Section I.N. states that Sections II. through VI. are required items; however, the Evaluation Criteria document, Item 4 states, "Completed Sections II through IV". Additionally, Section I.N. states that only Form B is required while the Evaluation Criteria document states Forms A and B are required.</p> <p>Should responses follow the Evaluation Criteria document or what is described in Section I.N.? If the Evaluation Criteria document should be followed, should bidders also include the Technical Approach after the Corporate Overview to follow Section V. (Scope of Work description) requirements?</p>	<p>Forms A and B are required. Responses should follow both the evaluation criteria document and section I.N; where there is a conflict, the evaluation criteria document controls.</p> <p>Bidders should also include the technical approach after the corporate overview.</p>
29.	Section VI, A Proposal Submission.	30	<p>Section VI.A.2. provides instructions for including five subheadings in the proposal response (subheadings a. through e.).</p> <p>Should item V., Project Description and Scope of Work, be included under one of these subheadings, and if so which subheading?</p>	<p>Bidders should utilize the subheadings references in section VI.A.2 to describe their approach to providing services in response to the Project Description and Scope of Work.</p>
30.	Attachment B	2, 4	<p>In Attachment B, Business Requirements Traceability Matrix, Req# IE2 (Describe the extent to which the evaluator has sufficient capacity to conduct the proposed evaluation, in terms of the technical experience and the size/scale of the evaluation) and Req# IE14 (Describe the</p>	<p>A corrected Attachment B has been provided.</p>

			<p>extent to which the evaluator has sufficient capacity to conduct the proposed evaluation, in terms of the technical experience and the size/scale of the evaluation) appear to be the same question.</p> <p>Does the State expect the respondent to answer both questions?</p>	
31.	General		<p>For the forms required to be included in the proposal, is the Bidder permitted to place its proposal header and/or footer on the documents or should the forms be submitted as is?</p>	<p>A proposal header or footer is permitted.</p>

This addendum will become part of the RFP and should be acknowledged with the Request for Proposal response.