

## ADDENDUM 1, QUESTIONS and ANSWERS

Date: September 19, 2022

To: All Bidders

From: Dana Crawford-Smith and Mike St. Cin, Procurement Contract Officers  
DHHS

RE: Addendum for Request for Proposal Number 113287  
to be opened September 26, 2022, at 2:00 p.m. Central Time

### 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.	V. E. 1 & 2	30-31	Are there any specific reporting requirements or milestones that are shaping the timeline? If so, what are they?	The timelines are outlined for a robust assessment, evaluation, and analysis of the Nebraska child welfare system, including field practices. Each step of evaluation is built on another in a sequence that allows for a clear understanding and analysis by system partners.
2.	V. E. 1 & 2	30-31	Would DHHS be comfortable with a shorter timeline, assuming all deliverables are met?	A shorter timeline would be acceptable with assurances of completed deliverables and ensuring engagement of all stakeholders.
3.	V. D.	30	Is the training deliverable due at the end of the fiscal year 2023 ending June 30, 2023, or calendar year 2023 ending December 31, 2023?	Training deliverable would be preferred by June 2023
4.	V. E. 1 & 2	30-31	Is the expectation that everything will be completed within 12 months, or will there be option years available for deepening the delivery of training and to evaluate	The term of the contract will be fifteen (15) months commencing upon execution of the contract by the State and the Contractor (Parties). The State reserves the right to extend the period of this

			adoption and practice changes?	contract beyond the termination date when mutually agreeable to the Parties.
5.	A. 1. i.	34	The request for three references: Are you asking for three separate references for each proposed individual team member? Would one reference be able to be used by multiple team members? Or are you asking for three references total that speak to the overall work of the team and firm?	Resumes should include at least three (3) references per individual. One reference would be able to be used by multiple individuals.
6.	General		Would you consider an extension of the deadline?	There cannot be an extension of the deadline of September 26, 2022, at 2:00 p.m.
7.	I. N.	5	In the proposal requirements, the Corporate Overview and Technical Approach are within Section VI – should the proposal be organized by section or by the order listed in Part N of the RFP? Should the Request for Proposal for Contractual Services be a separate file or be included in the technical proposal file?	Per Section I, N, the proposals will first be examined to determine if all requirements listed have been addressed. The order in which they appear is not important. The Request for Proposal for Contractual Services can be a separate file or included with the technical proposal file.
8.	V. E.	31	What difference exists between the deliverable described in E.1 (“Final report outlining recommendations for practice and finance model...”) and E.3 (“a final report outlining the proposed practice and finance model...”) The Cost Proposal only lists 3 deliverables and does not have a second final report.	Monthly status report of activities, meetings, data analysis and deliverables met are due by the 10 <sup>th</sup> of each month, commencing January, 2023. The first report, due January 10, 2023, must include a final recommendation of the timelines for the duration of the contract to be mutually agreed upon with DHHS. The first report is a roadmap of the timelines of the contract, mutually determined with DHHS. The final report is due within 30 calendar days of the end of the contract and must outline the proposed practice and finance model for Nebraska; the report should also detail the information collected from the evaluation, assessment, and

				<p>recommendations developed in conjunction with the workgroup and any data analysis which may have been completed. Final report will include recommended implementation timeline for all recommendations and theory of change steps. Workforce needs and structure of central office to support finance and model recommendations, workforce and caseload recommendations, and strategies to improve Nebraska’s child fatality review process designed to develop learning and prevention strategies.</p>
9.	VI. A.1.i	34	<p>Is the 3-page limit for resumes referring to each individual resume being limited to 3 pages, or the total resume section being limited to 3 pages?</p>	<p>Resumes should include at least three (3) references per individual. One reference would be able to be used by multiple individuals. Each reference should be limited to 2 pages each.</p>
10.	VI A.2.b	34	<p>Can the State define “technical” or provide an example of a “technical consideration”?</p>	<p>Technical considerations should include expertise of the impact of organizational structure of partners, policy, program, partner roles and funding of the child welfare system in order to conduct an assessment, evaluation and analysis of Nebraska’s child welfare system.</p>
11.	State Cost Proposal Template		<p>Is the State open to a compressed project timeline (less than 10 months)? If so, can the quantity of monthly reports in the Cost Proposal template be adjusted?</p>	<p>The expectation is an expansion project and therefore a compressed project timeline is not expected.</p>
12.	I, AA.	8	<p>What are the on-site expectations for contractors for this project?</p>	<p>For the purpose of garnering insights, the project plan should include focus groups, site visits and other methods of qualitative data collection.</p>
13.			<p>What is the budget allocated for this project?</p>	<p>DHHS does not have a established budget for this project.</p>

14.	Evaluation Criteria	1	Can the State advise where Attachment 3 can be found?	There is not an Attachment 3 referenced in this RFP.
15.	Scope of Work	29	Can you please confirm, is the expectation that the bidder will facilitate a work group that will execute the project plan?	Per V. B. 1, facilitate a workgroup that will develop a practice and finance model for child welfare system transformation in Nebraska; with consultation, evaluation and input from key stakeholders (judges from separate juvenile courts, private child welfare providers, individuals with lived experience in the child welfare system, the Nebraska Children's Commission, the Inspector General of Nebraska Child Welfare, the Foster Care Review Office, child advocacy centers, law enforcement, county attorneys and all Nebraska DHHS divisions).
16.		1	Per page 1 of the RFP, if the start date is 12/1/22, is the end date 3/31/24?	The term of the contract will be fifteen (15) months commencing upon execution of the contract by the State and the Contractor (Parties). The State reserves the right to extend the period of this contract beyond the termination date when mutually agreeable to the Parties.
17.	VI	33	If we include more than 3 similar projects in the experience section, are we able to specifically call out which we would like to be considered?	The State will use no more than three (3) narrative project descriptions submitted by the contractor during its evaluation of the proposal. Submit three (3) to be considered.
18.	VI	34	Can you please confirm that the State is expecting a response to this section that briefly confirms the vendor's understanding the scope outlined in this RFP on pages 29 to 31?	Contractors should identify the subdivisions of "Project Description and Scope of Work" clearly in their proposals; failure to do so may result in disqualification.
19.	VI	34	Can you please confirm that the State is expecting a response to this section that briefly describes a vendor's approach to completing the work associated with the scope outlined in this RFP on pages 29 to 31?	Contractors should identify the subdivisions of "Project Description and Scope of Work" clearly in their proposals; failure to do so may result in disqualification.
20.	VI	34	Can you please confirm that the state is expecting a response to this section that lists the risks and considerations associated	Contractors should identify the subdivisions of "Project Description and Scope of Work" clearly in their proposals; failure

			with the RFP's scope of work on pages 29 to 31?	to do so may result in disqualification.
21.	VI	34	Can you please confirm that the State is expecting a response to this section that provides a proposed work plan with the major activities that will fulfill the scope outlined in this RFP on pages 29 to 31?	Contractors should identify the subdivisions of "Project Description and Scope of Work" clearly in their proposals; failure to do so may result in disqualification.
22.	VI	34	Can you please confirm that the State is expecting a response to this section that provides a proposed list of deliverables with associated deadlines that fulfill the scope outlined in this RFP on pages 29 to 31?	Contractors should identify the subdivisions of "Project Description and Scope of Work" clearly in their proposals; failure to do so may result in disqualification.

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