

SOLICITATION ADDENDUM ONE QUESTIONS AND ANSWERS

SOLICITATION NUMBER: 125999 O3
Nebraska Olmstead Plan Evaluation
Opening Date: July 27, 2026, 2:00 PM
Addendum Effective Date: July 17, 2026

Questions and Answers

Following are the questions submitted and answers provided for the above-mentioned solicitation. The questions and answers are to be considered as part of the solicitation. It is the responsibility of bidders 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.	Scope of Service	i	The contract term is two years, and the work plan is to show completion within the contract period. Does DHHS expect the work to run the full two years, or is earlier completion acceptable?	Work should occur throughout the entire period of the contract.
2.	I. Procurement Procedure, V. Prices & Cost Clarification	6-7	Does DHHS have a budget range or a not-to-exceed amount for this two-year contract that it can share, so we can ensure a cost that is reasonable and real?	No.
3.	V. Project Description and Scope of Work, E. Deliverables, 1. Data Collection and Evaluation Plan, ii.	24-25	The scope calls for interviews and focus groups with staff, partners, and stakeholders, but sets no number. Roughly how many does DHHS anticipate? Who will be responsible for identifying and recruiting participants?	The number of interviews will be determined by the contractor and sufficient to complete their review and evaluation. DHHS estimates that at least 10 interviews/focus groups would need to occur but may exceed that number depending on whether individual interviews or focus groups are utilized.

4.	V. Project Description and Scope of Work, E. Deliverables, 2. Olmstead Plan Evaluation Report, i.	24-25	What program records, data, and reports will DHHS provide?	DHHS will provide data and records responsive to actions and activities assigned to it within the current Olmstead Plan. Additional data and records should be sought from identified state entities as noted in the Olmstead Plan. DHHS will provide points of contact for those entities but the contractor will be responsible for collecting and evaluating the relevant information.
5.	V. Project Description and Scope of Work, E. Deliverables, 2. Olmstead Plan Evaluation Report, iii.	24-25	Considering the potential recommended changes or revisions to the Legislature, is there a certain deadline for that report we should build the schedule around?	The evaluation report to be submitted to the Legislature must be finalized by May 1, 2028.
6.	Project Description and Scope of Work – E. Deliverables	25 in footer (35 in the PDF)	What are the anticipated deadlines or due dates for the five deliverables (evaluation plan, evaluation report, communications plan, Olmstead Plan revision recommendations and summary of TA)?	Evaluation Plan is due within the first 90 days. The evaluation report is due by May 1, 2028. The communications plan is due by July 1, 2028. The revision recommendations and summary of the TA are due by the final day of the contract.
7.	Project Description and Scope of Work – B. Scope of Work, Bullet 7	25 in footer (35 in the PDF)	The scope of work includes attending and facilitating meetings with program staff, partner agencies and stakeholders (beyond the monthly touch-base with DHHS). How many (an estimate is fine) meetings are anticipated throughout the contract period? Should the cost anticipated by the bidder for meetings (preparation for and attendance in) be factored across all the deliverables	The number of interviews will be determined by the contractor and sufficient to complete their review and evaluation. DHHS estimates that at least 10 interviews/focus groups would need to occur but may exceed that number depending on whether individual interviews or focus groups are utilized in the Evaluation development. A similar

			when determining the cost per deliverable? Or is it best to lump all the meetings into one of the deliverables?	number may be required in the development of recommendations. Costs should be added to the cost of the Evaluation Report and Summary of TA, depending on if the meeting is used to develop the evaluation or the revision recommendation.
8.	Project Description – Scope of Work – C. Work Plan	25 in footer (35 in the PDF)	The schedule of events notes the anticipated contract start date is September 1, 2026. What is the expected end date of the contract to know what the contract period will be?	September 1, 2026 to August 31, 2028.
9.	N/A	N/A	Is there a specific or targeted budget for this scope?	No.
10.	III.B.1. Scope of Work	Page 24	In the creation of the evaluation plan including the collection and monitoring of evaluation indicators, does DHHS have factors or indicators utilized in the previous evaluations that are required for incorporation into the new evaluation plan?	The evaluation report should determine whether the benchmarks, deadlines, and timeframes are in substantial compliance with the strategic plan and provide continuing analysis of the strategic plan and a report on the progress of the strategic plan and changes or revisions.
11.	III.B.2. Scope of Work	Page 24	What modality (in-person, virtual, combination, surveys) is required, if any, by DHHS for administering the interviews and focus groups?	A combination of virtual and in-person meetings would be required. In-person meetings would generally occur in Lincoln, NE.
12.	III.E.2. Olmstead Plan Evaluation Report	Page 25	How will program records be made available? Will the vendor be expected to establish data use agreements with each entity providing data, or are there already data sharing arrangements in place?	Records will generally be exchanged over email and will be covered by the data usage agreement associated with this contract. DHHS can assist with the transfer

				of information from other state agencies
13.	V.E.4. Olmstead Plan revision recommendation draft language	Page 25	The current Nebraska Olmstead Plan continues through SFY 2031. Legislation requires regular evaluation of the Olmstead Plan. The SOW calls for the vendor to recommend updates, changes, and revisions.	Changes recommended would be for the SFY 2032 to 2038 Olmstead Plan.
14.	V.E.5. Summary of Technical Assistance and Final Recommendations for Plan Revisions	Page 25	Based on this does DHHS have an anticipated frequency for Plan updates to occur over the next 6 years (i.e., treating the Plan as a living document as indicated by progress or need)? Or are these recommendations intended for the next Olmstead Plan iteration beginning in SFY 2032?	Changes recommended would be for the SFY 2032 to 2038 Olmstead Plan.
15.	VI.A.1.h Summary of Corporate Experience	Page 27	"The bidder should provide a summary matrix listing the bidder's previous projects similar to this Solicitation in size, scope, and complexity. The State will use no more than three (3) narrative project descriptions submitted by the bidder during its evaluation of the solicitation response." Does the DHHS want more than three projects to select from in the matrix or is three preferred?	Three is preferred.
16.	VI.A.1.i. Summary of Bidder's Proposed Personnel/Management Approach	Page 27	Does the direction stating, " <i>Resumes should not be longer than three (3) pages.</i> " mean three pages in total for all proposed personnel or three pages max per individual proposed personnel (For example if three staff are proposed would up to nine pages be acceptable)?	Per individual.
17.	VI.A.2.c Technical Requirements	Page 28	For the Technical Requirements section noted on page 28, is this a separate narrative that must	A completed Attachment A.

			be drafted and submitted in addition to Attachment A or is this referring to the completed Attachment A?	
18.	Attachment A	N/A	The Attachment A -Technical Requirements PDF is not enabled to fill in the response text boxes. Should the form be fillable, or should the bidder use some other format? Is there an intended word limit per question?	The responses in the Technical response should be made in a text format. How the bidder manages to respond within the text box is up to them. Text can be added in any PDF editor.
19.	N/A	N/A	Is there an incumbent who is supporting DHHS with their Olmstead plan/work?	No.
20.	Cost Sheet	Cost Sheet	Is DHHS able to provide a budget for this work? Does DHHS have requirements or preferences regarding whether any of the interviews, focus groups, or status meetings be in-person, virtual, or hybrid? If in-person is preferred or required, can DHHS provide recommendations on locations and quantity of in-person engagement.	No. Engagement may be held in-person or virtually. In-person engagements would generally occur in the Lincoln, NE area. The balance of in-person and virtual engagement may be determined by the bidder.
21.	Section V – Scope of Services	25	Does DHHS have requirements or preferences regarding whether any of the interviews, focus groups, or status meetings be in-person, virtual, or hybrid? If in-person is preferred or required, can DHHS provide recommendations on locations and quantity of in-person engagement.	Engagement may be held in-person or virtually. In-person engagements would generally occur in the Lincoln, NE area. The balance of in-person and virtual engagement may be determined by the bidder.
22.	Section V – Scope of Services / Deliverable 1	25	Can DHHS provide a list of currently recognized Olmstead partners, advisory bodies, and stakeholder organizations that should be included in the evaluation plan?	All responsible entities are noted within the current Olmstead Plan.
23.	Section V – Scope of Services / Deliverable 1	25	Attachment A asks about identifying stakeholders not currently represented. Does DHHS expect the contractor to independently identify additional stakeholders not currently represented to	DHHS will support the contractor in the identification of stakeholders through contacts at partner agencies and the Olmstead Advisory

			participate in the activities of Deliverable 1 or to be mentioned in the evaluation in Deliverable 2?	Committee. The contractor may identify additional stakeholders that may be supportive of their evaluation.
24.	Section V – Scope of Services / Deliverable 2	25	Can DHHS provide additional information regarding the expected format, length, and level of detail for the Evaluation Report deliverable?	Reports completed in 2024 and 2021 were 90 pages and 41 pages, respectively.
25.	Section V – Scope of Services / Deliverable 2	25	What existing quantitative and programmatic data sources will DHHS make available to the selected vendor to support the evaluation? Can DHHS describe the types and quantities of program records and/or subrecipient reports?	DHHS will be able to provide contact information to relevant partner agencies as identified in the plan. Actual qualitative and programmatic data sources will be variable depending on the measure though are suggested within the existing Olmstead Plan.
26.	Section V – Scope of Services / Deliverable 2	25	Will the selected contractor receive access to previous Olmstead Plan progress reports, performance measures, implementation updates, and supporting datasets?	Yes.
27.	Section V – Scope of Services / Deliverable 2	25	Are there specific outcome measures, performance indicators, or evaluation frameworks DHHS expects the contractor to use when assessing implementation of the current Olmstead Plan?	Evaluation Plan is due within the first 90 days. The evaluation report is due by May 1, 2028. The communications plan is due by July 1, 2028. The revision recommendations and summary of the TA are due by the final day of the contract.
28.	Section V – Scope of Services / Deliverable 1	25	Has DHHS identified key stakeholder groups and partner organizations that must be included in the evaluation plan, or should the contractor determine stakeholder participation through the project planning process?	Key stakeholders include the responsible state agencies noted in the current Olmstead Plan and the Olmstead Advisory Committee.
29.	Section V – Scope of Services / Deliverable 3	25	Does DHHS intend to have the vendor create a webpage or list serve as part	Communications materials may be used by DHHS in print,

			of its communications materials, or will the vendor use DHHS' current website and list serves?	emails, social media, and on the DHHS website.
30.	Section V – Scope of Services / Deliverable 3	25	For supporting materials such as presentations, fact sheets, success stories, and infographics, does DHHS have an anticipated quantity or minimum expectations for these products?	Documents should be ADA and/or 508 compliant. Documents should communicate overall evaluation of the Olmstead Plan as well as individual goal areas.
31.	Section V – Scope of Services / Deliverable 4	25	What level of involvement does DHHS anticipate from the selected vendor in drafting revised Olmstead Plan language versus advising DHHS staff and the advisory committee?	The vendor should be able to advise on recommended changes and, if accepted by DHHS, be prepared to provide technical support in developing revised language or evaluative criteria.
32.	Section V – Scope of Services / Deliverable 4	25	Is the advisory committee already formed? If so, how frequently do they meet?	Yes, quarterly.
33.	Section V – Scope of Services / Deliverable 4	25	Is DHHS seeking targeted revisions to the existing Olmstead Plan or a comprehensive restructuring of the Plan framework and goals?	Vendor should make a recommendation which best serves the interests and goals of Olmstead under the statute. The vendor should evaluate whether targeted revisions or comprehensive restructuring is needed to best serve that goal.
34.	Section V – Scope of Services / Deliverable 4	25	Approximately how many technical assistance meetings with DHHS and the Olmstead Advisory Committee should bidders assume for budgeting purposes?	The vendor may wish to engage with DHHS bi-weekly, depending on the recommendations made for revisions. Meetings may be virtual or in-person.
35.	Scope of Service	Page i	Given the two-year contract period, does DHHS have target completion dates for each deliverable and major project milestone?	Evaluation Plan is due within the first 90 days. The evaluation report is due by May 1, 2028. The communications plan is due by July 1, 2028.

				The revision recommendations and summary of the TA are due by the final day of the contract.
36.	Cost Sheet	Cost Sheet	Should bidders include travel costs in the fixed-price deliverables, or will travel expenses be reimbursed separately if approved by DHHS?	Included in fixed-price deliverables.
37.	Section V – Scope of Services / Deliverable 3	25	Are there any required accessibility, language access, or accommodation standards that must be incorporated into stakeholder engagement activities and communications materials?	Documents should be ADA and/or 508 compliant.
38.	Section V – Scope of Services	25	Will DHHS provide contact information for all participants in stakeholder engagement, or is the vendor expected to identify any contact information?	Yes.

This addendum will be incorporated into the solicitation.