

Attachment B Business Requirements Matrix Request for Proposal Number 6084 Z1

Firm Name: _____

Bidders are instructed to complete a Business Requirements Traceability Matrix for Child Welfare Reform Analysis services. Bidders are required to describe in detail how their proposed solution meets the conformance specification outlined within each Business Requirement. CFS requires the bidder to describe "how" the outcomes will be met. CFS is not attempting to specify every possible activity necessary to achieve success on this contract. Bidders should not infer that the absence of detailed requirements means that CFS does not consider a specific area or activity important or unnecessary. CFS requires the bidder to propose solutions and services that meet its documented outcomes and requirements. CFS requires the bidder to include all details in its proposal necessary to achieve or exceed the desired outcomes.

The traceability matrix is used to document and track the business requirements from the proposal through testing to verify that the requirement has been completely fulfilled. The Contractor will be responsible for maintaining the contract set of Baseline Requirements.

The traceability matrix should indicate how the bidder intends to comply with the requirement and the effort required to achieve that compliance. It is not sufficient for the bidder to simply state that it intends to meet the requirements of the RFP. CFS will consider any such response to the requirements in this RFP to be non-responsive and the bid may be rejected. The narrative should provide CFS with sufficient information to differentiate the bidder's business solution from other bidders' solutions.

The bidder must ensure that the original requirement identifier and requirement description are maintained in the traceability matrix as provided by CFS. Failure to maintain these elements may render the bid non-responsive and result in for rejection of the bidder. For the purposes of the matrix, the term "comprehensive" shall include but not be limited to the items found in Section V. E.1.b and c.

How to complete the traceability matrix:

Column Description	Bidder Responsibility
Req #	The unique identifier for the requirement as assigned by CFS, followed by the specific requirement number. This column is dictated by this RFP and must not be modified by the bidder.
Requirement	The statement of the requirement to which the bidder must respond. This column is dictated by the RFP and must not be modified by the bidder.
Comply	The bidder should insert an "X" if the bidder's proposed solution complies with the requirement. The bidder should leave blank if the bidder's proposed solution does not comply with the requirement.

Req #	Requirement	
	PROJECT SCOPE	
		Comply
PS-1	The bidder should describe what methodology will be used to review and evaluate the way the Child Welfare system processes currently function from start to finish.	
	Bidder's Response:	
		Comply
PS-2	The bidder should describe how it will develop a comprehensive review that will consider the roles that each position plays in the business process and consider any changes in staffing as a result.	
	Bidder's Response:	
		Comply
PS-3	The bidder should describe how it will develop a comprehensive review that will obtain stakeholder consideration on improvement processes.	
	Bidder's Response:	
		Comply
PS-4	The bidder should describe how it will develop a comprehensive review that will identify strengths and best practices of Nebraska's child welfare system.	
	Bidder's Response:	
		Comply
PS-5	The bidder should describe how it will develop a comprehensive review to identify areas in need of positive improvement, describing the effect of the "as is" challenge on clients, employees and stakeholders.	
	Bidder's Response:	
		Comply
PS-6	The bidder should describe how it will develop a comprehensive review that will recommend an improvement strategy ("to-be) with specific recommendations to correct the problems/issues and to streamline procedures, case progression, and workflow along with rationale about how and why this improvement is needed.	
	Bidder's Response:	
		Comply

PS-7	The bidder should describe how it will develop a comprehensive review that will identify the cost of present practices and the benefits to be derived through implementation of the recommendations.	
	Bidder's Response:	
		Comply
PS-8	The bidder should describe how it will develop a comprehensive review that will identify areas to maximize funding resources (IV-E funding, etc.).	
	Bidder's Response:	
		Comply
PS-9	The bidder should describe how it will develop an implementation plan that identifies immediate and longer term changes, timelines, required resources to execute the change, and key communication messages to facilitate the shift to an improved way of working.	
	Bidder's Response:	
		Comply
PS-10	<p>The bidder should describe how it will develop a comprehensive review that will assess the following areas for improvement strategies in the following areas where Nebraska is currently and historically been challenged by our inability to safely achieve permanency in a timely manner. Some of the contributing factors include but are not limited to:</p> <p style="margin-left: 40px;">a. Reunification in 12 months has been a long-standing area of underperformance as measured by the Child and Family Services Review (CFSR) Round 2 and Round 3 Data Indicators.as required by Administration for Children and Families (ACF).</p>	
	Bidder's Response:	
PS-11	<p style="margin-left: 40px;">b. Insufficient engagement and subsequent needs assessment of non-custodial parents/caregivers, relatives & kin reduce options for safe and timely permanency.</p>	Comply
	Bidder's Response:	
PS-12	<p style="margin-left: 40px;">c. Failure to establish a permanency goal based on current case conditions and resistance by the courts to establish and pursue concurrent permanency goals, e.g., adoption, for youth 15/22 out of home.</p>	Comply
	Bidder's Response:	

PS-13	d. Infrequent utilization of Bridge custody order.	Comply
	Bidder's Response:	
PS-14	e. Court's resistance to CFS's recommended action based on Structured Decision Making® (SDM) reunification assessment.	Comply
	Bidder's Response:	
PS-15	f. Caseloads consistently at or above Child Welfare League of America (CWLA) standards.	Comply
	Bidder's Response:	
PS-16	g. Inadequate participation of all family members, relatives, foster parents, informal supports, etc., at family team meetings inhibit case progression.	Comply
	Bidder's Response:	
PS-17	h. Case manager attrition rate creates new case assignments and case familiarity inhibits the rate of case progression.	Comply
	Bidder's Response:	
PS-18	i. Inadequate documentation and/or service provision in Indian Child Welfare Act (ICWA) cases.	Comply
	Bidder's Response:	
PS-19	j. Identifying, locating, and involving fathers for support and possible placement for their children.	Comply
	Bidder's Response:	

PS-20	The bidder should describe how it will develop a comprehensive review that will assess the need for Supervisory Training.	Comply
	Bidder's Response:	
		Comply
PS-21	The bidder should describe how it will develop a comprehensive review that will assess and identify online training opportunities with competency-based testing modules for child welfare staff, foster parents, and providers such as mandatory abuse and neglect reporting.	
	Bidder's Response:	
		Comply
PS-22	The bidder should describe how it will develop a comprehensive review to assess a triage funding authority utilizing all federal funding opportunities within CFS.	
	Bidder's Response:	
		Comply
PS-23	The bidder should describe how it will develop a comprehensive review that will assess the issues and challenges with current technology and make recommendations on how technology could improve efficiency.	
	Bidder's Response:	
		Comply
PS-24	The bidder should describe how it will develop a comprehensive review that will assess opportunity for increased efficiency in referral, authorization and billing per family to include explanation of benefit to family.	
	Bidder's Response:	
		Comply
PS-25	The bidder should describe how it will develop a comprehensive review that will assess and identify areas of improvement to 24 hours services in child welfare to include hotline, on call system response by child welfare staff and providers.	
	Bidder's Response:	

		Comply
PS-26	The bidder should describe how it will develop a comprehensive review that will assess opportunities for increased efficiency for a reporting system for abuse and neglect allegations.	
	Bidder's Response:	
		Comply
PS-27	The bidder should describe how it will develop a comprehensive review that will assess the current child welfare information system. Include any opportunities to share data and reporting with court systems.	
	Bidder's Response:	
		Comply
PS-28	The bidder should describe how it will develop a comprehensive review that will assess the service array and the connection to Families First Prevention Services Act and the claiming of IV-E funding.	
	Bidder's Response:	
		Comply
PS-29	The bidder should describe how it will develop a comprehensive review that will assess the reasons relatives' homes are not being licensed and how that can be improved.	
	Bidder's Response:	
		Comply
PS-30	The bidder should describe how it will develop a comprehensive review on how to increase effectiveness of the current placement matching system for foster homes within the foster care system.	
	Bidder's Response:	
		Comply
PS-31	The bidder should describe how it will develop a comprehensive review that will assess the access and utilization to community resources for issues relating to poverty such as ACCESSNebraska, community food pantries, shelters etc.	
	Bidder's Response:	

		Comply
PS-32	The bidder should describe how it will develop a comprehensive review that will work with schools and medical communities to access resources through community or public assistance programs such as Medicaid/MCO or child care.	
	Bidder's Response:	
		Comply
PS-33	The bidder should describe how it will develop a comprehensive review that will assist with the improvement of the 24/7 crisis response system that addresses physical and behavioral needs of individuals with immediate access to resources in local communities.	
	Bidder's Response:	
		Comply
PS-34	The bidder should describe how it will develop a comprehensive review that will identify well-supported Evidence-Based Practices (EBP) with a plan for funding implementation, validity and adherence.	
	Bidder's Response:	
		Comply
PS-35	The bidder should describe a comprehensive review to address disproportionate minority representation within the child welfare system.	
	Bidder's Response:	
		Comply
PS-36	The bidder should describe how it will develop a comprehensive review that will develop strategies to implement family voice and choice in service provision and identified service providers.	
	Bidder's Response:	
		Comply
PS-37	The bidder should describe how it will develop a comprehensive review that will develop a strategic plan to ensure full compliance with Family First Preservation Services Act and Comprehensive Addiction and Recovery Act of 2016. Plan must connect to the Children and Family Services Plan (CFSP), the Annual Progress Services Report (APSR) and any Program Improvement Plans (PIP). Documents can be found here: http://dhhs.ne.gov/Pages/Child-Welfare.aspx .	
	Bidder's Response:	

		Comply
PS-38	The bidder should describe how it will develop a comprehensive review of a system of performance-based contracting. Bidder's Response:	
		Comply
PS-39	The bidder should describe how it will provide recommendations for a framework for quality assurance in child welfare. Bidder's Response:	
		Comply
PS-40	The bidder should describe how it will develop a comprehensive review that will identify strategies for a career ladder and advancement for service providers and case managers in the child welfare system. Bidder's Response:	
		Comply
PS-41	The bidder should describe how it will develop a comprehensive review that will create a business process map that outlines the current structure of CFS and the intersection with relevant support divisions' operations; including state office staff extending into regional field staff. Bidder's Response:	
		Comply
PS-42	The bidder should describe how it will develop a comprehensive review that will make recommendations on improvement to the Child Welfare system processes, to include technology, training improvements, or other tools to assist CFS workers in state office and regional field. Bidder's Response:	

Req #	Requirement	Comply
	PROGRAM ORGANIZATION	
PO-1	Describe what methodology will be used to assess the following program management needs: Assess how to safely achieve permanency in a timely manner;	

	Bidder's Response:	
PO-2	Assess Nebraska's case management case staffing models and Supervisor training for staff development and case oversight;	
	Bidder's Response:	
PO-3	Assess family engagement, assessments where applicable, and CFS case management quality of contacts with children, parents/caregivers, relatives & kin;	
	Bidder's Response:	
PO-4	Assess stability of workforce of child welfare case management;	
	Bidder's Response:	
PO-5	Assess whether there exists an effective array of individualized services and foster homes;	
	Bidder's Response:	
PO-6	Assess if there exists an effective array of services and foster homes, whether those services and foster homes are available statewide and individualized for each family's needs;	
	Bidder's Response:	
PO-7	Assess how to effectively exit the IV-E waiver on October 1, 2019 and move directly into the Family First Prevention Services Act; and	
	Bidder's Response:	
PO-8	Assess how to deliver economic and community supports for prevention services.	
	Bidder's Response:	