



State of Nebraska

Cost Proposal

State Unit on Aging Improved Federal Funding

RFP # 6170 Z1

Proposal Opening: January 7, 2020

Submitted to:
State of Nebraska
State Purchasing Bureau
1526 K Street, Suite 130
Lincoln, NE 68508
Nancy Storant and
Annette Walton
Procurement Contacts

Submitted by:
Sivic Solutions Group, LLC
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January 7, 2020

Ms. Nancy Storant and Ms. Annette Walton
Procurement Contacts
State of Nebraska
State Purchasing Bureau
1526 K Street, Suite 130
Lincoln, NE 68508

Re: Cost Proposal in response to RFP No. 6170 Z1, State Unit on Aging Improved Federal Funding

Dear Ms. Storant and Ms. Walton,

Sivic Solutions Group, LLC (SSG) is pleased to present our cost proposal to the Nebraska State Purchasing Bureau in response to the Request for Proposal for the State Unit on Aging Improved Federal Funding. SSG's proposal offers tremendous value delivered through a highly-qualified and experienced team of professionals. We are committed to providing you with high quality service with a focus on efficiency and accuracy in conducting time studies and cost reporting projects.

If you have any questions regarding our proposal, please do not hesitate to contact me directly. We appreciate the opportunity to participate in this evaluation and we look forward to hearing from you.

Sincerely,

A handwritten signature in blue ink that reads 'Eric D. Seguin'.

Eric D. Seguin
Senior Vice President

**Attachment C
Cost Proposal
State Unit on Aging Improved Federal Funding
RFP # 6170 Z1**

Please provide the cost for the items in the tables below. Prices submitted on the Cost Proposal form shall remain fixed for the initial term of the contract. See section III.F of the RFP for price increases for Optional Renewal periods. Prices to include the cost of all expenses, including but not limited to travel and personnel. **For each contract year that there is a monthly charge, you must multiply the monthly amount by twelve (12) and insert that in the Yearly Amount for the total. For each contract year that there is a quarterly charge, you must multiply the quarterly amount by four (4) and insert that in the Yearly Amount for the total.**

BIDDER NAME: Sivic Solutions Group, LLC

Description	Initial Contract Period – Year One	Initial Contract Period – Year Two
Document Medicaid Related Time		
1. Time study codes and definitions	\$11,400	\$3,500
2. Time study survey cycles, preparing quarterly submissions	\$20,000	\$20,000
3. Training materials	\$14,000	\$5,500
4. Survey monitoring, collection of data, preparing quarterly submissions	\$48,000	\$48,000
5. Focus group	\$18,500	\$18,500
Establish Costs for Staff Time		
1. Cost pool spreadsheet	\$10,500	\$4,100
2. Cost categories	\$2,000	\$600
3. Cost per person, collection of data, preparing quarterly submissions	\$20,000	\$20,000

4. Instruction manual	\$8,000	\$1,600
Compilation of Time and Costs for Administrative Claiming		
1. Summary of infrastructure built for Administrative Claiming	\$8,000	\$1,600
2. Submission preparation, quarterly	\$19,200	\$19,200
3. Preparation of net Administrative Claiming funds to be redistributed to participating agencies, quarterly	\$9,600	\$9,600

Optional Services

Description	Initial Contract Period – Year One	Initial Contract Period – Year Two
Cost per location for additional providers providing ADRC services that participate in the time study and Medicaid administrative claiming.	\$	\$10,500

OPTIONAL RENEWAL PERIODS

Description	First Optional Renewal Period	Second Optional Renewal Period	Third Optional Renewal Period	Fourth Optional Renewal Period
Document Medicaid Related Time				
1. Time study codes and definitions	\$3,605	\$3,713	\$3,825	\$3,939
2. Time study survey cycles, preparing quarterly submissions	\$20,600	\$21,218	\$21,855	\$22,510
3. Update Training materials on a quarterly basis	\$5,665	\$5,835	\$6,010	\$6,190
4. Survey monitoring, collection of data, preparing quarterly submissions	\$49,440	\$50,923	\$52,451	\$54,024
5. Focus group	\$19,055	\$19,627	\$20,215	\$20,822
Establish Costs for Staff Time				
1. Updated Cost pool spreadsheet	\$4,223	\$4,350	\$4,480	\$4,615
2. Updated Cost categories	\$618	\$637	\$656	\$675
3. Cost per person, collection of data, preparing quarterly submissions	\$20,600	\$21,218	\$21,855	\$22,510
4. Updated Instruction manual	\$1,648	\$1,697	\$1,748	\$1,801
Compilation of Time and Costs for Administrative Claiming				
1. Summary of infrastructure built for Administrative Claiming	\$1,648	\$1,697	\$1,748	\$1,801
2. Submission preparation, quarterly	\$19,776	\$20,369	\$20,980	\$21,610
3. Preparation of net Administrative Claiming funds to be redistributed to participating agencies, quarterly	\$9,888	\$10,185	\$10,490	\$10,805

Optional Services

Description	First Optional Renewal Period	Second Optional Renewal Period	Third Optional Renewal Period	Fourth Optional Renewal Period
Additional provider providing ADRC services that participate in the time study and Medicaid administrative claiming. Provide cost per location.	\$10,815	\$11,139	\$11,474	\$11,818

Description	Fifth Optional Renewal Period	Sixth Optional Renewal Period	Seventh Optional Renewal Period	Eighth Optional Renewal Period
Document Medicaid Related Time				
Time study codes and definitions	\$4,057	\$4,179	\$4,305	\$4,434
1. Time study survey cycles, preparing quarterly submissions	\$23,185	\$23,881	\$24,597	\$25,335
2. Update Training materials on a quarterly basis	\$6,376	\$6,567	\$6,764	\$6,967
3. Survey monitoring, collection of data, preparing quarterly submissions	\$55,645	\$57,315	\$59,034	\$60,805
4. Focus group	\$21,447	\$22,090	\$22,753	\$23,435
Establish Costs for Staff Time				
5. Updated Cost pool spreadsheet	\$4,753	\$4,896	\$5,042	\$5,194
6. Updated Cost categories	\$696	\$716	\$738	\$760
7. Cost per person, collection of data, preparing quarterly submissions	\$23,185	\$23,881	\$24,597	\$25,335
8. Updated Instruction manual	\$1,855	\$1,910	\$1,968	\$2,027

Description	Fifth Optional Renewal Period	Sixth Optional Renewal Period	Seventh Optional Renewal Period	Eighth Optional Renewal Period
Compilation of Time and Costs for Administrative Claiming				
1. Summary of infrastructure built for Administrative Claiming	\$1,855	\$1,910	\$1,968	\$2,027
2. Submission preparation, quarterly	\$22,258	\$22,926	\$23,614	\$24,322
3. Preparation of net Administrative Claiming funds to be redistributed to participating agencies, quarterly	\$11,129	\$11,463	\$11,807	\$12,161

Optional Services

Description	Fifth Optional Renewal Period	Sixth Optional Renewal Period	Seventh Optional Renewal Period	Eighth Optional Renewal Period
Additional provider providing ADRC services that participate in the time study and Medicaid administrative claiming. Provide cost per location.	\$12,172	\$12,538	\$12,914	\$13,301