

ADDENDUM ONE QUESTIONS and ANSWERS

Date: June 23, 2023

To: All Bidders

From: René A. Botts, Procurement Contracts Officer
Department of Health and Human Services

RE: Addendum for Request for Qualifications Number 97499-O3 Olmstead Evaluation Scope of Work to be opened July 11, 2023, at 2:00 p.m. Central Time.

Questions and Answers

Following are the questions submitted and answers provided for the above-mentioned Request. The questions and answers are to be considered as part of the Request. 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.	Scope of Work and Deliverables	6	The second item listed in the scope of work is to conduct interviews and focus groups. Is that considered part of the first deliverable that should be completed by January 15, 2024? Or can some be conducted after that date?	Deliverable 1 – Data Collection and Evaluation Plan will be the contractor's plan to assess the current Olmstead Plan including what measures and metrics the contractor proposes to use to identify successes and opportunities for improvement. The Data Collection and Evaluation Plan is subject to DHHS review and approval. Implementation of the Data Collection and Evaluation Plan would begin after DHHS approves.

2.	Scope of Work and Deliverables	6	For the second item listed in the scope of work, about how many interviews and focus groups are anticipated as part of the project?	The specific number of interviews or focus groups will be identified in Deliverable 1 - Data Collection and Evaluation Plan. In prior evaluations, approximately 30 focus groups and interviews were conducted.
3.	II. Scope of Work – Term of Project	5	The RFQ states the contract will be for 18 months, from September 1, 2023 through June 30, 2025. However, that timeframe totals 22 months. Could DHHS please clarify the contract duration?	The contract duration will be 22 months.
4.	II. Scope of Work - Project Background	5	The third to the last bullet point in this section states: “Reviewing program records and subrecipient reports.” Can DHHS please provide an example of both a program record and a subrecipient report? Also, once the reports are reviewed, is there a secondary scope of work expected as a result of the review?	<p>The Olmstead Plan outlines objectives for various State of Nebraska departments and divisions as well as for agencies or organizations working under contract for the State. Within the evaluation it may be necessary to look at reports from appropriate State of Nebraska departments and divisions as well as reports submitted by contracted agencies or organizations contracted with the State.</p> <p>View Liberty Healthcare Corporation Report here: https://dhhs.ne.gov/DD%20Documents/2021-22%20Mortality%20Annual%20Report%20Public.pdf</p> <p>View DHHS Behavior Health Division report here: https://dhhs.ne.gov/Behavioral%20Health%20Documents/Division%20of%20Behavioral%20Health%20FY2022%20Annual%20Report.pdf</p> <p>DHHS expects the awarded contractor to provide evaluation of any documents reviewed in Deliverable #2 – Olmstead Plan Evaluation Report.</p>

5.	II. Scope of Work – Scope of Work	5	The RFQ states that the selected contractor will work with NE DHHS staff on conducting data collection and analysis. Does DHHS expect this work to include extracting individual person-level data (or data aggregated from individual person-level data) from other state systems or sources, such as Medicaid Management Information System (MMIS) or Medicaid and Long- Term Care (MLTC) data, for data analysis and measure/metric calculation/reporting?	See the answer to Question #1. Within the plan for assessment, the Contractor will determine what is necessary and specify whether individual person-level data (or data aggregated from individual person-level data) will be included and, if so, what data DHHS will need to provide.
6.	II. Scope of Work – Scope of Work	6	Scope of work #1 requests the development of collection and monitoring of evaluation indicators. Does DHHS expect this to include individual person- level data informed/driven measures beyond indicators/measure solely based on program progress level and focus group/survey collected data?	See the answer to Question #5.
7.	II. Scope of Work – Scope of Work	6	Scope of work #4 mentions a report to the Legislature. Please clarify if this is the progress report on plan implementation, and if so, will the cadence continue every three years? Does DHHS expect the selected contractor to develop a written report and present it in-person at a committee hearing?	Scope of Work #4 is tied to Deliverable #2 – Olmstead Plan Evaluation Report. This report will be delivered to DHHS. DHHS will submit the report to the Legislature. The awarded contractor is not required to attend legislative committee hearings. This contract is for a single report for the current 3-year reporting period.
8.	II. Scope of Work – Scope of Work	6	Scope of work #2 identifies interviews and focus groups. Can DHHS please provide detail on the estimated number of interviews and focus groups expected? Also, will the focus groups be for each type of group mentioned (program staff, partners, and stakeholders)	See the answer to Question #2. The interviews and focus groups will be determined by the awarded contractor and may be a mixture of program staff, partners, and stakeholder.

			or will the focus groups be a mixture of the groups?	
9.	II. Scope of Work – Scope of Work	6	Scope of Work #6 requests Technical Assistance for DHHS and Olmstead Advisory Committee. Can DHHS please quantify the extent of the technical assistance expected? Are there examples that DHHS can provide to help understand the scope of the technical assistance that may be required?	Technical assistance refers to research and guidance DHHS needs for revision of the Olmstead Program. The amount of technical assistance will be dependent on the recommendations made by the awarded contractor.
10.	II. Scope of Work – Scope of Work	6	Scope of Work #7 requests the contractor to attend and facilitate meetings. Can DHHS please provide the number of anticipated meetings each month? Will the contractor be required to attend in person or are the meetings virtual?	DHHS anticipates two (2) meetings per month, all virtual. Additionally, the awarded contractor should plan to attend four (4) in-person meetings over the 22-month term of the contract.
11.	II. Scope of Work – Scope of Work	6	Scope of Work #8 requests a monthly touch base with DHHS. Does DHHS expect this meeting to be conducted in person or virtually?	See the answer to Question #10.
12.	General	N/A	Does DHHS have a budget for this project and if so, could the Department please share it to help vendors gauge the anticipated level of effort for the project?	DHHS does not share budget information in Scope of Work Releases.

This addendum will become part of the proposal and should be acknowledged with the Scope of Work Response.