

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EMPLOYMENT SECURITY (NHES)

REQUEST FOR PROPOSAL
RFP# NHES 2020-01 ISSUED 08-19-2019
CONSULTING SERVICES FOR ECONOMIC ANALYSIS OF THE “CLIFF EFFECT”

ADDENDUM #1
RESPONSE(S) TO QUESTION(S)

- 1) **Section 8c states that there should be an appendix A with terms and conditions but it seems to be missing from the document. Is this something you could provide?**

NHES Response: Appendix A has been posted to the websites and is available for viewing by interested parties by going to the State of New Hampshire’s Department of Administrative Services Current Bidding Opportunities webpage: https://das.nh.gov/purchasing/bids_posteddte.asp?sort=PostedDate DESC or at <https://www.nhes.nh.gov/media/requests-for-bids.htm>.

- 2) **The RFP indicates the importance of analyzing data and impacts by state, region, “specific” urban and rural communities, and “community-by-community analysis.” Can you provide an indication of the number of regions, the number of “specific” communities, and the number of total communities for which you expect detailed analyses to be carried?**

NHES Response: NHES expects detailed analysis to be provided at the county level for which there are ten (10) counties in New Hampshire. NHES also expects an analysis to be provided for approximately thirty (30) larger urban areas within those counties.

- 3) **Can we assume that relevant data will be readily available through the various state agencies you reference in the RFP for each of these geographical entities? Are those data in electronic formats that the consultant will be able to easily access?**

NHES Response: Yes, relevant data will be provided by NHES and DHHS in electronic format for use by the vendor.

- 4) **Will the consultant be able to obtain longitudinal data on the various measures needed for analysis? Over what periods of time?**

NHES Response: Yes, data will be provided on the various measures needed for analysis going back between ten (10) to fifteen (15) years.

- 5) **Will the consultant be able to have access to confidential electronic data about individuals that link various data over time, in order to track the impacts of different circumstances in their lives?**

NHES Response: No, the selected vendor will only be provided with aggregated data available pursuant to state and federal law and rule. Individual data is prohibited from being shared by the state agencies with the selected vendor for purposes of this analysis.

- 6) **Will we have access to all key staff at state, regional and community levels that we may need to interview? Will state officials be responsible for helping to pave the way to ensure that all key stakeholders will make discussions with the consultant a priority?**

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NHES Response: NHES and DHHS will identify key project staff for assignment to this high priority analysis. To the extent necessary, NHES and DHHS will assist with identifying other relevant data owners for purposes of providing additional information should it be deemed necessary.

- 7) On page 6, you indicate that you expect a preliminary plan to be presented by the end of the 4th month of the project? How firm is that date? Is there some flexibility here if analyses are not yet complete? Please say more about the importance and rationale behind this stated requirement.**

NHES Response: The state plans to be reasonably flexible in its approach to this time frame but fully expects to have a final report within six (6) months of finalizing the contract with the selected vendor.

- 8) Can you provide some indication of the approximate budget range you have in mind for this project? It would be helpful to have some idea in order to determine the realistic scope of the proposed research approach.**

NHES Response: In order to properly and fairly evaluate all submitted proposals based upon the financial and qualitative information requested by the issued RFP, the state will not be providing a budget range. Proposals will be evaluated as submitted, including all required elements provided as part of the TECHNICAL PROPOSAL and all required elements provided as part of the PRICE PROPOSAL.

- 9) On pages 8-10 of the RFP, you outline the key components of the proposal. It's not immediately clear to us where in these components we would outline our proposed scope of services and methodology. Would that be a separate category, or should it be fit into one of the components that are listed?**

NHES Response: The vendor's scope, methodology and approach to conducting this project as described in the vendor's submission will be considered as part of Category 4 of the TECHNICAL PROPOSAL for which a maximum potential score of 30 points out of the total 70 potential points for the TECHNICAL PROPOSAL have been allocated. Vendor should include these elements in answering the questions found in the RFP at Section 1 (B)(A-F) (page 3 of the RFP) and included below:

The selected vendor will be able to assist New Hampshire by collecting and analyzing data, as referenced above, to answer the following questions:

- A. What are the specific benefits cliffs in New Hampshire, in the entire state and community-by-community, and how can we create off ramps to these cliffs?*
- B. How does the cliff effect hamper family mobility?*
- C. What fiscal impacts does the cliff effect have on the shortage of eligible workers in the state and what is the impact for businesses, communities, and State revenue?*
- D. How does the cliff effect impact different populations and communities, such as families with young children or those living in rural areas.*
- E. What populations are in deepest need of a rapid benefits cliff solution and why?*

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F. If certain policies were selected to apply towards closing the cliff effect, how would they best be prioritized and implemented and why?

10) We’re a little confused by the discussion of the formula for reviewing the price proposal. Can you provide further clarification for the following statement on page 12: “For the purpose of use of this formula, the ‘lowest proposed total projected cost’ is defined as the lowest total projected cost proposed by a Proposer”?

NHES Response: The “Lowest Proposed Total Projected Cost” is the lowest total projected cost submitted by any vendor in response to this RFP.

The formula utilizes the total projected cost of the proposer with ‘Lowest Proposed Total Projected Cost’ as the numerator in determining the distribution of applicable points. In the example below, Proposer A submitted a proposed total projected cost of \$100 and Proposer B submitted a proposed total projected cost of \$200. The lowest proposed total projected cost is \$100. As illustrated in the following table, Proposer A receives the maximum points for price and Proposer B receives 15.

Proposer	Lowest Proposed Total Projected Cost		Proposer’s Proposed Total Projected Cost		Maximum Points for Price		Proposer’s Points
A	\$100	/	\$100	X	30	=	30
B	\$100	/	\$200	X	30	=	15

11) Can you confirm the anticipated start date of this contract?

NHES Response: The contract start date will be immediately upon review and approval of the contract by the Governor & Executive Council.

Vendor _____ Address _____

By: _____
(This document must be signed) (Title)

_____ Tel. No. _____
(Please print or type name)

**CONTACT: Jill D. Revels, Business Administrator
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