



New Hampshire Department of Health and Human Services
Review of Child Support Guidelines
#RFP-2017-DCSS-03-REVIE

OFFICIAL RESPONSES TO VENDOR QUESTIONS
#RFP- 2017-DCSS-03-REVIE

No.	Question	Answer
1.	a) Why was this RFP re-released? b) Were there any significant changes?	a) The Department released RFP-2017-DCSS-02-REVIE on 7.22.16. The Department chose to exercise its option to cancel that RFP under Section 6.14. b) Substantively, no significant changes were made. Minor text changes were made for purposes of clarity.
2.	Section 2.1. – Background and Required Services Does the University of New Hampshire (UNH) Cooperative Extension have to submit a proposal if they want to contract with the Department to perform the services outlined in this RFP?	All vendors interested in contracting with the Department to perform the services outlined in this RFP must submit a proposal according to the requirements in this RFP.
3.	Section 3.1.2.1. – Data Sources Can the child support agency provide a data extract within a few months of the contract start date if the vendor identifies the data fields to be extracted, those data fields are extant fields, and the data fields exclude personnel identifiers?	The Department has the capacity to query some existing data to provide data reports to the successful vendor, within a few months of the contract start date.
4.	Section 3.1.2.1. – Data Sources Do any of the New Hampshire courts store child support orders electronically?	The Department is unaware of New Hampshire courts storing child support orders electronically. Bidders are encouraged to contact the New Hampshire Judicial Branch, Administrative Office of the Courts directly to inquire.



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5.	<p>Section 3.1 – Scope of Services</p> <p>a) Does the Department expect the vendor to conduct interviews and surveys similar to the ones conducted by UNH in its 2008 study to obtain input from a large number of stakeholders?</p> <p>b) If yes, will the Department provide a similar list to the successful vendor?</p> <p>c) If yes, what is the anticipated number of interviews?</p>	<p>a) The Department has not set parameters for methods to be used to meet the requirements described in Section 3.1.1. of the RFP. Bidders should specify the methodology they intend to use to meet the requirements. The Department will assist with connecting the successful vendor to stakeholders as needed and as it is able.</p> <p>b) N/A</p> <p>c) N/A</p>
6.	<p>Section 3.1 – Scope of Work</p> <p>Is there any reason to believe that the NH Bar Association, Family Law Section would not be willing to distribute a guidelines survey electronically for this review?</p>	<p>At this time, the Department does not have reason to believe the NH Bar Association, Family Law Section would object to distributing a guidelines survey. The Department recommends Bidders contact the NH Bar Association, Family Law Section directly to inquire.</p>
7.	<p>Section 3.1 – Scope of Services</p> <p>a) Is it feasible to do an online survey, similar to the one done by UNH in 2009, where a survey was emailed to family law judges and marital masters, for this review?</p> <p>b) If yes, are there any Internet access restrictions at any of the courts?</p>	<p>a) At this time, the Department does not have reason to believe an online survey is not feasible. The Department will assist in connecting the successful vendor to stakeholders as needed and as it is able.</p> <p>b) The Department is not aware of internet access restrictions at the courts. The Department recommends Bidders contact the New Hampshire Judicial Branch, Administrative Office of the Courts directly to inquire.</p>
8.	<p>Section 3.1 – Scope of Services</p> <p>a) Would the child support agency be able to put a link to a stakeholder</p>	<p>a) While the Department will not be an active party in the data collection process, it can publish a link to the stakeholder survey on its website.</p>



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	survey on its website? b) Would the NH courts be able to put a link to a stakeholder survey on their websites?	b) The Department cannot speak on behalf of the NH courts. The Department recommends Bidders contact the New Hampshire Judicial Branch, Administrative Office of Courts directly to inquire.
9.	Section 4.1.2 – Budget Is the payment structure by deliverable?	No, the payment structure is by cost reimbursement, by invoice, on a monthly basis.
10.	What was the contract amount for the 2008 study conducted by UNH?	The contract amount for the 2008 agreement with UNH was \$120,439.00.