



OFFICIAL RESPONSES TO VENDOR QUESTIONS RFP-2019-DPHS-08-PRIMA

No.	Question	Answer
1	<p>Pg. 8, Section 3, STATEMENT OF WORK, Subsection 3.2 Minimum Required Services, Paragraph 3.2.5.</p> <ul style="list-style-type: none"> a) Is the Department interested in a specific web-based solution? b) If the Department is interested in a Tableau solution, does it expect to be able to use Tableau Public such that it is free to the State? c) Does the Department know whether any other web-based solutions would be free or would need to be purchased? d) If purchased, does the State know approximately how many seat licenses would be needed? 	<p>Any solution that can achieve the requested final product can be used.</p>
2	<p>Pg. 8, Section 3, STATEMENT OF WORK, Subsection 3.2 Minimum Required Services, Paragraph 3.2.7.</p> <p>Can the Department define the time period corresponding to the referenced “update cycle?”</p>	<p>The Shortage Designation Branch (SDB) determines the update cycle and provides Primary Care Offices with advanced notice of the period of time provided to submit provider data. The period is usually two to three months.</p>



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3	<p>Pg. 8, , Section 3, STATEMENT OF WORK, Subsection 3.2 Minimum Required Services, Paragraph 3.2.9.</p> <p>Is there prior years' annual health professions issue brief that could be shared?</p>	<p>Legislation authorizing the NH Health Professions Licensing Boards to require surveying as part of the license renewal cycles was passed in June 2017 and implementation is still underway. A description of the Data Center and a data summary from 2015 is available on the Health Professions Data Center Web page on the DHHS website: (https://www.dhhs.nh.gov/dphs/bchs/rhpc/data-center.htm).</p>
4	<p>Pg. 9, Section 3, STATEMENT OF WORK, Subsection 3.2 Minimum Required Services, Paragraph 3.2.12.</p> <p>Does the Department have any ancillary BRFSS survey data that can be used to produce local level estimates?</p>	<p>Yes, much of the data used to develop the annual Needs Assessment – including BRFSS data - comes from the NH Bureau of Public Health Statistics and Informatics and is provided by Regional Public Health Network/county level.</p>
5	<p>Pg. 11, Section 3, STATEMENT OF WORK, Subsection 3.5. Paragraph 3.5.1</p> <p>a) In addition to the indicators provided in the RFP to assess, are there core required indicators that must be included in the assessment?</p> <p>b) What is the time period in which the needs assessment is expected to be completed?</p>	<p>a) The needs assessment should outline the specific needs of NH; identify communities with the greatest unmet health care needs, disparities and health workforce shortages. Additional indicators should identify the key barriers to accessing primary health care.</p> <p>b) The Federal Shortage Designation Branch releases a calendar prior to the start of the new year with deliverable descriptions and due dates. Typically, the Primary Care Office has advanced notice of when the deliverable is due and meetings begin with the selected Vendor three (3) to four (4) months prior to the due date.</p>



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6	<p>Pg. 13, Section 4 FINANCE, Subsection 4.1 Financial Standards</p> <p>What is the Department's approved or allocated budget for this project?</p>	<p>The resulting contract is funded with General Funds. The Department is seeking a cost effective budget from each vendor submitting a proposal that reflects actual costs of providing the services requested in this RFP. Each budget must include Appendix C, Budget, Appendix D Program Staff List, and a detailed narrative explaining each budget line item requested in the budgets.</p>
7	<p>Pg. 14, Section 4 FINANCE, Subsection 4.5. Budget Form:</p> <p>How many State Fiscal Years should the budgets be submitted for?</p>	<p>Vendors must submit one budget form for each State Fiscal Year as follows:</p> <ul style="list-style-type: none"> • 1 Form for SFY 2019 (7/1/18 - 6/30/19); and • 1 Form for SFY 2020 (7/1/19 - 6/30/20)
8	<p>Page 15, Section 5 PROPOSAL EVALUATION, Subsection 5.1. Technical Proposal, Paragraph 5.1.2, Sub-Paragraph 5.1.2.2</p> <p>a) If a Vendor is not proposing a formal collaboration/partnership, is it acceptable if this section focuses on Vendor experience with planning and providing similar services, management, and roles and responsibilities for full point consideration?</p> <p>b) If external collaborations are expected, can the Department elaborate on what types of organizations are considered?</p>	<p>a) Yes, it is acceptable if this section focuses on Vendor experience with planning and providing similar services, management and roles and responsibilities.</p> <p>b) See a), above.</p>



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9	<p>Pgs. 19-20, Section 6 PROPOSAL PROCESS, Subsection 6.13. Public Disclosure:</p> <p>Should bidders include the letter in the proposal or should it be sent electronically and/or by mail to the sole point of contact?</p>	<p>A Bidder must provide this notification by submitting a separate letter with the proposal that identifies (by page number and proposal section number) the specific information the Bidder claims to be exempt from public disclosure pursuant to RSA 91-A:5.</p>
10	<p>Pg. 26, Section 7 PROPOSAL OUTLINE AND REQUIRMENTS, Subsection 7.2 Outline and Detail, Paragraph 7.2.2, Technical Proposals Contents – Detail, Sub-Paragraph 7.2.2.6. Bidder's References</p> <p>Can the Department clarify the format for client testimonials, to be included in the bidder's references section?</p>	<p>The information must contain items listed in Section 7.2.2.6. The Department does not have a specific format in which the information must be provided.</p>