**Instructions**: Provide detailed responses in the text boxes to the questions below. If additional attachments are required as specified below, submit the attachments in the order they are requested below. There is no page limit for this Appendix D – Technical Response to Questions or any associated attachments.

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| **Vendor Name** |  |

1. ***Explain in narrative form your experience with conducting mail, telephone, and web-based surveys and any experience you have using Dilman’s method for conducting surveys.***

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1. ***Explain in narrative form your experience ensuring data validity and confidentiality of surveys and survey data. Additionally, review Exhibit I: DHHS Business Associates Agreement, Exhibit K: DHHS Information Security Requirements and fill out Appendix E, IT Requirements Workbook***

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1. ***Describe, in narrative form, your ability to perform the entire scope of work outlined in this RFA. Submit your proposed summary and staffing plans. Include job descriptions for vacant positions; specific dates or date ranges for deliverables; resumes for filled positions; and your proposed project manager for this project. Include any applicable experience, training, and company protocols for interacting with mental health consumers via telephone calls.***

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1. ***Describe your capacity for compiling survey data and completing statistical analysis, ensuring validity of survey questions, working with weighted survey data, complex sample design, and producing data files as identified in subsection 3.10.***

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1. ***Describe the tools, techniques, and plan for how you must perform the data analysis needed to meet the analytic and reporting requirements identified in subsection 3.16.***

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