

New York State Department of Health
RFP #20055R: Medicaid Evidence Based Policy Assistance RFP

Questions and Answers Posted 10/6/2022

Question #	Corresponding RFP Section	Question	Answer
1.	General	A similar RFP was released in 2021; was a contract awarded? Why is the RFP being reissued this year?	RFP #20055 was posted on October 27 th , 2021 and a contract was not awarded. This RFP is the reissue of RFP #20055.
2.	General	What was the annual funding level for most recent contract for the described services?	The Department has previously contracted for EBBRAC Policy Assistance, but this engagement is not a continuation of services and previous funding levels are not relevant to this RFP. Information related to the previous contract is subject to the Freedom of Information Law (FOIL). Instructions for submitting a FOIL request can be found at the following link: https://www.health.ny.gov/regulations/foil/
3.	General	How much weight will be given to the use of subcontractors located in New York state? Will preference be given to applicants located in NY State?	The Department encourages the use of subcontractors located in New York State, but no additional weighting or points will be allocated toward bidders or their subcontractors who are located in New York State.
4.	General	Is there a page limit for the technical proposal or any other formatting that we should adhere to (i.e., font, spacing, etc)?	There is no maximum number of pages determined for the technical, cost, and administrative proposals. The Department discourages overly lengthy proposals. Therefore, marketing brochures, user manuals or other materials, beyond that sufficient to present a complete and effective proposal, are not desired
5.	General	If there is an incumbent for this work or any portion of this work, may you disclose?	See answer to Question #2.
6.	General	Has the state previously attempted to solicit a vendor to provide similar services as those described in this	See answer to Question #1.

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		procurement? If so, may you provide information as to why the state did not secure these services?	
7.	General	For the MWBE requirement, is 30% of the budgeted work for this contract expected to be done by MWBEs or is this just a goal?	The requirement is for 30% of eligible expenses to be paid to MWBE subcontractors. As such, bidders should complete and submit an MWBE Utilization Plan with their Administrative Proposal.
8.	Section 4.0: Tasks/Deliverables, Subsection 4.1 (Pages 7-9 of RFP)	The scope of work requires the delivery of between 27 and 54 reports per year, in addition to 16 to 24 “data reviews” for the Bureau of Performance Management and Quality Improvement. What is the estimated timeline for a typical report?	It is unclear if this question is related to report due dates, or how long reports take to complete. Section 4.1 of the RFP outlines the various reports, which have differing due dates and timeline for completion may depend on the complexity of the study topic and/or breadth of available research. Some reports (e.g. IBRC) are expected to be prepared over the course of 1-2 months in preparation for ongoing monthly IBRC meetings. Some reports (e.g. EBBRAC) are expected to be prepared over the course of 3-4 months in preparation for EBBRAC meetings held three times per year.
9.	Section 4.0: Tasks/Deliverables, Subsection 4.1 (Pages 7-9 of RFP)	The RFP describes “clinical research stratification services” as a subscription to an existing library of health technology assessments, comparative effectiveness reviews, and evidence-based policy guidelines (i.e. Cochrane library). Is the contractor expected to enroll in a subscription and then give access to the funder by sharing a username and password? Please describe expectations regarding implementation.	The contractor is expected to purchase a sufficient number of subscriptions/licenses to allow the Department to utilize the service. The Department currently anticipates requiring these services for approximately five users.
10.	Section 4.0: Tasks/Deliverables, Subsection 4.1 (Pages 7-9 of RFP)	For how many in-person Evidence Based Benefit Review Advisory Committee meetings should the Offeror budget per year? [On the bottom of page 7 it says the EEBRAC meetings are typically in Albany two to three times a year]	Three (3) EBBRAC meetings per year are anticipated.
11.	Section 6.0: Cost Proposal, Subsection 6.3 (Page 31 of RFP)	Is there a limit on the allowed indirect cost rate in the budget of the proposal?	No. Bidders should complete and follow the instructions for the Cost Proposal outlined in

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			Attachment B.
12.	Section 6.0: Cost Proposal, Subsection 6.3 (Page 31 of RFP)	The RFP states that the contract requires 3 researchers. Does this mean that 3 individual researchers are required to devote 100% of their labor time to the contract, or can the workload be divided? For example, 6 researchers at 50% time each or 1 full-time researcher plus 4 researchers at 50% time?	Three (3) full-time researchers are required.