



STATE OF TENNESSEE
DEPARTMENT OF HUMAN SERVICES

REQUEST FOR PROPOSALS # 34501-14222
AMENDMENT # 1
TANF OPPORTUNITY ACT RESEARCH
CONTRACTOR

DATE: February 4, 2022

RFP # 34501-14222 IS AMENDED AS FOLLOWS:

1. This RFP Schedule of Events updates and confirms scheduled RFP dates. Any event, time, or date containing revised or new text is highlighted.

EVENT	TIME (central time zone)	DATE
1. RFP Issued		January 5, 2022
2. Disability Accommodation Request Deadline	2:00 p.m.	January 10, 2022
3. Notice of Intent to Respond Deadline	2:00 p.m.	January 13, 2022
4. Written "Questions & Comments" Deadline	2:00 p.m.	January 20, 2022
5. State Response to Written "Questions & Comments"		February 4, 2022
6. Response Deadline	2:00 p.m.	February 17, 2022
7. State Schedules Respondent Oral Presentations		February 18, 2022
8. Respondent Oral Presentations		February 24-25, 2022
9. State Completion of Technical Response Evaluations		March 1, 2022
10. State Opening & Scoring of Cost Proposals	2:00 p.m.	March 1, 2022
11. Negotiations		March 1-4, 2022
12. State Notice of Intent to Award Released <u>and</u> RFP Files Opened for Public Inspection	2:00 p.m.	March 18, 2022
13. End of Open File Period		March 28, 2022
14. State sends contract to Contractor for signature		April 11, 2022
15. Contractor Signature Deadline	2:00 p.m.	April 18, 2022

2. State responses to questions and comments in the table below amend and clarify this RFP.

Any restatement of RFP text in the Question/Comment column shall NOT be construed as a change in the actual wording of the RFP document.

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
	6	On page 6 of the Contract in item C3 (Section C), a milestone schedule is provided implying a firm fixed price contract; however, the invoice requirements on page 7 in item C5 require a breakdown of “units, increments, hours, or days” and amount due for each unit, which implies a time and materials contract. Please confirm that the contract vehicle for this proposal is Firm Fixed Price?	For invoicing purposes, the units of delivery are as detailed in the payment table of the pro forma contract (viz., monthly service fee and six one-time milestones).
6.2		Item C.6 in 6.2 Section C asks for examples of research-based materials that focus on neuroscience. Please explain if/how this topic is related to the evaluation of the pilot programs?	Research links poverty to impacts on brain development, stress levels, etc.
		Are you able to provide an estimated level of effort (in staff hours or costs) for the project?	The State is unable to estimate costs or the requisite number of hours required for respondents’ delivery of services.
		The RFP states that all materials submitted to the State in response to this RFP shall become the property of the State of Tennessee. Upon completion of response evaluations, indicated by public release of a Notice of Intent to Award, the responses and associated materials will be open for review by the public; can the state offer options to Contractors to protect their confidential financial information and proprietary information included in their proposals? Release of our methodologies, personnel names and qualifications, and budget structures could highly impede our competitive capabilities.	The State is not entertaining changes to this component of the RFP at the present time.
		On page 7 of the Contract, item C4 in Section C states that “The Contractor shall not be	The State will not compensate or reimburse for travel time, travel expenses, meals, or lodging.

RFP SECTION	PAGE #	QUESTION / COMMENT	STATE RESPONSE
		compensated or reimbursed for travel time, travel expenses, meals, or lodging.” Is this cost limitation correct given the requirements of the contract to host potentially in-person annual meetings and deliver a legislative presentation?	
A.5	2	Which types of “State data and data supplied by the State’s grantees” will be made available to the contractor for development of the dashboard detailed in A5 subsection b on page 2 of the Contract?	State data will include program, customer, or administrative data. The State anticipates that all data collected from pilots will be available.

3. **RFP Amendment Effective Date.** The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFP not expressly amended herein shall remain in full force and effect.