

1. Section 3. A. a.: Are the historical primary program data to be used in the initial analysis centralized and easily extractable or will the vendor need to coordinate with multiple entities to identify all needed historical program data?

Historical primary program data would be coordinated through the project lead along with the Business System Analyst within VRNH. Case management data is in a centralized location and should be easily extractable.

2. Section 3. D. The proposal states: “The CSNA will require the review of the records of the interactions with the Bureau, Community Partners, private sector providers and individual interactions with persons with disabilities, and populations inclusive of persons with disabilities.” - Can you clarify what types of records are being referenced here and interactions among all these entities or is this referring to the need for the vendor to maintain records of all interactions directly related to the collection of information for the CSNA?

The proposer would work with the bureau project lead to gather any needed, necessary resources within the parameters of the comprehensive statewide needs assessment which may include previous state plans findings and past CSNAs as well as SRC minutes.

3. Is the Bureau open to progress reports to the SRC being delivered virtually to realize cost savings or does the Bureau/SRC prefer in-person attendance to these quarterly meetings?

Attending the SRC meetings virtually would be an option for these updates.

4. Apart from a different Schedule of Events, does the substance of this re-released RFP differ in any way from the original RFP (released on 5/8/23) ?

Changes within the document include that respondents send proposals to VRNHFRP@DOE.NH.GOV instead of Lisa Hatz. Additionally, the P37 form was updated and these are the differences between the old and the new P37. The most important difference are;

- Clarification that payments under contract cannot exceed price limitation on contract.
- Contractor waives rights to specific performance and equitable remedies.
- Addition of categories of anti-discrimination.
- Updated P37 allows for use of subcontractors. Old contract did not.
- Indemnification language in new P37 is broader – better language.
- New P37 contract includes further assurances language which could be useful if need there is a need for a contractor to execute additional documents for administration or enforcement of contract.

Everything else of the CSNA RFP body is the same from the earlier posting.

5. Can you specify what is to be included in proposals for the Implementation Plan? Specifically, how does this requirement differ from the information to be contained with the Project Summary, which includes 'describing the project design and approach for meeting the goals and deliverables?'

The Project Summary would include the project design and approach for meeting the goals and deliverables where the implementation plan would show the planned execution of the project objectives such as tasks within an objective and deliverable area and timelines. May include specific team lead or staffing for the task.

6. Section 3 V. DELIVERABLES AND TIMELINE: The RFP states: "The successful proposer shall be solely responsible for providing visual aids, projectors, computer equipment, easels, monitors, etc. for all scheduled SRC meetings and other ancillary gatherings." The RFP also specifies the provision of multiple printed/bound copies of reports at each quarterly SRC meeting. First, should we take this to mean that in-person attendance, logistics planning, and provision of physical materials is a *requirement* for a vendor to be considered? Second, can you describe the anticipated frequency and nature of 'other ancillary gatherings' that would have similar expectations for the vendor?

Quarterly SRC meetings are set up to have the materials they need for their meetings, but if the nature of the proposer quarterly update requires specific visual aids, projectors, computer equipment, easels, monitors, etc., these would be the responsibility of the proposer. For any other meetings that are within the proposal, consideration should be given to, the need for and provision of these resources for an effective meeting. The quarterly SRC meetings can be virtual, print materials should be sent to be available for the meeting. Ancillary meetings would include any meetings the proposer anticipated with various publics, such as focus groups or key informant interviews provided to gather information for the needs assessment. There is not a specific number or frequency anticipation. The VR Needs Assessment Guide provides some additional information about Developing a Model Comprehensive Statewide Needs Assessment: <https://rsa.ed.gov/sites/default/files/programs/vr/vr-needs-assessment-guide.pdf>