



Response to Questions

Request for Proposal: Technical Assistance for Planning Oklahoma's Early Childhood Integrated Data System

Question 1. *In all cases where the RFP requirements states "days" (rather than "working days"), do these include non-working days as well (i.e. weekends and holidays)? For example: the Draft Data Integration Plan must be submitted 30 days following acceptance of data inventory – these days would also include weekends and holidays?*

Response 1. Yes, in all instances where the requirements states "days" these are calendar days not working days. However, upon award, OPSR will negotiate with the Contractor when federally designated or religious holidays fall within the specified timeframe and/or the due date falls on a weekend or holiday if requested by the Contractor upon award.

Question 2. *Should the contractor assume that OK's 10 working day review of the contractor's deliverable(s), plus an additional 10 working days to adjust the deliverable, be a) included in the review period between the draft and final plans, or b) additive to the review period between the draft and final plans? For example: should these 10-20 working days be counted as part of the conversion of the draft data integration plan into a final plan, or would they be in addition to this time period?*

Response 2. The OPSR review of the deliverable will be additive to the period for submission of the final deliverable.

Question 3. *How many days will OK take to review a second submission of a deliverable (if necessary)? Should this additional time be included within the review cycle or is it additive (per the previous question)?*

Response 3. OPSR will review a second submission of a deliverable within ten (10) working days. In the event of such occurrence, OPSR will negotiate with the contractor to revise the due date of the deliverable.

Question 4. *Will the contractor be expected to absorb all delays outside of the contractor's control within the RFP's stated deadline requirements? Or in these instances can the contractor extend deadlines via a change-control process?*

Response 4. OPSR will negotiate with the contractor to revise deadline for circumstances that create delays outside of the contractor's control. OPSR recognizes that deliverables that are dependent upon responses from or participation by external partners may result in delays. OPSR staff will provide support to ensure external partners are responsive. OPSR will not hold the

contractor responsible for deadlines missed due to these factors provided documentation is provided in advance of such circumstances.

Question 5. *Is there any flexibility on the timelines included in the request for proposal?*

Response 5. It is our intent that contractors make every attempt to adhere to the deadlines as stated in the RFP. Due to the tight time-frame allotted for expenditure of the Preschool Development Grant B-5 and in anticipation of a subsequent grant application to be announced this summer, OPSR requires sufficient information to inform development of an integrated data system. OPSR will negotiate deadlines with the contractor upon award and during project implementation when 1) holidays occur within the timeframe allotted or weekends fall on due dates, 2) delays are created beyond the contractor's control and/or 3) the Administration for Children and Families approves a no-cost extension to extend grant activities beyond December 30, 2019.

NOTE: See 13. GENERAL INFORMATION FOR CONTRACTORS 13.2 Term of Contract. Any Contract Award, which is a result of this solicitation, shall be effective on the date of award through December 30, 2019. OPSRF shall have the option to issue a no cost extension under the same terms and conditions if federal funding is available and allowable for such extension.

Question 6. *Does the required plan for the scope of work in 2.1 only appear in the approach section or should that be addressed in the other sections as well?*

Response 6. The parameters listed in 2.1 are listed in detail in the deliverables.

Question 7. *Can we see a non-specific example of the MPI? We would like to see what is listed in the records. How is each record uniquely identified?*

Response 7. The eMPI contains demographic data used for comparison to identify unique individuals. Each individual/person entity identified is assigned a 12 digit Enterprise Unique Identification (EUID) number, this EUID is used only within the eMPI. The best/most reliable values for standard fields are populated based on the values from the system records associated with that EUID; these best/most reliable values are the person entity's Single Best Record (SBR). If only one system record is associated with an EUID, then the SBR is an exact mirror of that record's information. When multiple system(s) records are associated with an EUID, the SBR values are determined by the eMPI system's algorithm, weightings customized by the stakeholder workgroup, and, sometimes, by manual selection by eMPI staff.

Question 8. *Do you have a list of potential data sources? Do you have any examples available?*

Response 8. OPRS has identified some data sources. Other potential sources include the Immunization Registry, OK KIDS, and the educational State Longitudinal Data System. It will be the responsibility of the contractor to identify other data sources.

Question 9. *Is there an estimated number of how many data sources there might be?*

Response 9. The total number of data sources is unknown at this time.

Question 10. *When will the contract be awarded?*

Response 10. The contract is anticipated to be awarded no later than May 20, 2019.

Question 11. *For the deliverable due dates, are all of these working days?*

Response 11. Please refer to response 1.

Question 12. *To clarify, what format are you expecting deliverable 5 to be provided as? Do you want a prototype, a detailed technical plan, etc...?*

Response 12. Similar to Establishing Governance for Health and Human Services Interoperability Initiative – Illinois Framework

Question 13. *Where on the website will the answers be posted? I did not see other questions/answers listed on <https://www.okschoolreadiness.org/projects/project-ecids>*

Response 13. The link to the RFP and related documents, including the response to questions are located at: <https://www.okschoolreadiness.org/okfutures/needs-assessment>

A direct link to the Response to Questions is located at:

https://www.okschoolreadiness.org/uploads//documents/RFP%20TA%20ECIDS%20FAQ_4.9.19.pdf

Question 14. *Are we allowed to sub-contract with another company of our choice to provide additional support? Particularly for determining potential data sources and outcomes?*

Response 14. Yes

Question 15. *What is the RFP's intention for the contractor after the 9 months of planning?*

Response 15. There are no ongoing obligations beyond completion of the project. Please see response to question 5 regarding the option to grant a no-cost extension.

Question 16. *Is there any flexibility on the 10% Indirect Cost limit?*

Response 16. If an organization has a current and approved federally negotiated indirect cost rate agreement, they may submit this with their application and OPSR will consider negotiating the budget upon award.

Question 17. *Are data sharing agreements currently in place with all partner agencies?*

Response 17. Yes, general data sharing agreements are in place, but are not specific to integrated early childhood data.

Question 17.a. *Can signed versions be shared? If not, can anonymized versions be shared?*

Response 17.a. Data sharing agreements will be shared upon award.

Question 18. *How many departments and external agencies will need to be included in this initiative?*

Response 18. That is unknown at this time and will depend on the results of Deliverable 3. For programs and partners, please refer to the supporting documents: "Oklahoma ECIDS: Summary of Stakeholder Feedback and Proposed Next Steps" and "ECIDS Communication Toolkit."

Question 18.a. *How involved will these entities need to be throughout the project?*

Response 18.a. These entities will be involved as needed to inform the plan. An MOU between key state agency stakeholders, as identified in Oklahoma's PDG B-5 application has been signed.

Question 18.b. *Do we need to validate the deliverables with an external stakeholder committee and/or funding organizations?*

Response 18.b. The OPSR Foundation Executive Director will conduct final approval on deliverables in consultation with OKFutures' partnering agencies.

Question 19. *Can you describe existing efforts to create data inventory for outcome measures? And can the current data inventory for OKFutures, SHINE, and other initiatives be shared?*

Response 19. For data inventory for outcome measures, see Deliverable 3. However, all current information regarding OKFutures, SHINE and other initiatives can be found online at the following, respectively: www.okschoolreadiness.org/okfutures and www.okschoolreadiness.org/projects.

Question 19.a. *Can you describe existing efforts to create a data integration plan?*

Response 19.a. Please reference RFP supporting documents: "Oklahoma ECIDS: Summary of Stakeholder Feedback and Proposed Next Steps" and "ECIDS Communication Toolkit"

Question 19.b. *Can you describe the existing efforts to create Early Childhood Integrated Data System governance framework?*

Response 19.b. Please reference RFP supporting documents: "Oklahoma ECIDS: Summary of Stakeholder Feedback and Proposed Next Steps" and "ECIDS Communication Toolkit."

Question 20. *How much involvement will partner agencies have in the creation and validation of deliverables?*

Response 20. Please refer back to Response 18.b.

Question 21. *What are the onsite expectations vs completing work remotely? Is it expected to have a contractor project manager onsite throughout the course of the engagement?*

Response 21. Remote work is acceptable except as required for face-to-face meetings.

Question 22. *What roles will the contractor have in regards to achieving the four goals described on Page 5 of the RFP (a. Enable OPSR to conduct a thorough assessment of existing public and private early childhood programs to determine their effectiveness and to maximize the efficient use of current state funds; b. Equip state and community based program administrators, policy makers, public and private funders, the executive and legislative branches of state government, and community leaders to increase an understanding of how early childhood resources are being used and are benefiting young children and their families; c. Identify gaps and inequities; and d. inform policy and funding decisions that increase equitable outcomes for young children)?*

Response 22. The contractor will work collaboratively with related contractors and in-state partners to develop a plan that will address these goals in the state.

Question 23. *How would you measure the success of this project?*

Response 23. Approval of the contract deliverables.

Question 24. *What type of expertise and knowledge is most necessary from the contractor, Early Childhood or data strategy/analytics/governance, or both?*

Response 24. Please refer to scoring criteria.

Question 25. *Have you worked with consultants already with these projects? Is there an incumbent who has worked with your team in the past?*

Response 25. Please note consultants listed in the RFP supporting documents: "Oklahoma ECIDS: Summary of Stakeholder Feedback and Proposed Next Steps" and "ECIDS Communication Toolkit."