

Request for Proposals
Study to Improve and Recommend Efficiency Improvements in Connecticut State Government
Questions and Answers
July 13, 2018

The Office of Policy and Management has received the following questions regarding this RFP:

Question: RFP Condition B states that *“Confidential Information must be separated and isolated from other material in the proposal and labeled **CONFIDENTIAL** and enclosed in a separate envelope.”* Due to the manner in which offerors prepare their proposals, it may not always be possible to clearly segregate confidential and non-confidential information. For instance, only one paragraph on a given page may contain confidential information while the remainder is non-confidential. To ensure that vendors have the opportunity to protect their confidential information, would the State allow offerors to submit a separate version of their proposal that redacts information considered confidential, as is typically allowed by agencies of the Federal and other state governments, rather than requiring it be segregated in a separate envelope?

Response: The selection committee will consider a separate version of the proposal redacting confidential information provided the confidential information is highlighted in yellow in the unredacted document. Please note that, per the RFP, *“a convincing explanation and rationale sufficient to justify each exemption from release consistent with Section 1-210(b) of the Connecticut General Statutes shall be prepared by the proposer and shall accompany the proposal.”* The proposer should provide such explanation and rationale for each redaction.

Question: RFP Condition C states that *“Any product, whether acceptable or unacceptable, developed under a contract awarded as a result of the RFP is to be the sole property of the State.”* As vendors may use pre-existing materials and intellectual property, developed by the vendor at their own expense, please confirm that the ownership and rights in products conveyed to the State apply only to information that is first developed under the resulting contract.

Response: The State is not claiming intellectual rights for existing off-shelf products. The State is claiming intellectual property for any development work performed for the state at its expense and a resulting contract under the “work for hire” doctrine.

Question: RFP Condition H states that *“The personnel identified in the proposer’s response to this RFP will be the persons actually assigned to the project.”* As it may not be possible for a firm to ascertain the exact availability of their personnel for a contract commencing in August, would the State allow proposers to submit representative resumes to demonstrate the breadth and quality of the types of personnel a firm may deploy for a specific contract.

Response: No.

Question: RFP Condition O requires that proposers accept the State's standard contract language. Many of these clauses exceed the standard clauses that are accepted in the market place for these types of services. For example, the standard contract terms contain a broad inspection clause that would be applicable to services provided on an hourly or cost reimbursable basis, but exceed the type of inspection usually seen or necessary for a fixed, lump sum contract. Is the State willing to negotiate a mutually acceptable contract with the firm accepted for award?

Response: The standard language has been vetted and approved by the Office of the Attorney General. Many of the terms are required by the OAG or by legislation and are not subject to changes.

Question: Required Format For Proposals, Section 3, Individual or Organization Profile (Page 8), Paragraph d requires proposes to submit certified financial statements. As this information may not be available for privately held, non-public companies, please confirm that proposers that may submit other information as available to demonstrate their financial capability.

Response: In order to evaluate the financial condition of the proposer, the RFP requires proposers to submit their two most recent annual financial statements prepared by an independent Certified Public Accountant. However, in the event that such statements are unavailable because the firm has been in business for less than two years, the RFP requires the proposer to include *any* available financial statements prepared by a Certified Public Accountant.

Question: Clause C of the Scope of Services requests recommendations regarding efficiency improvements in revenue collection and agency expense management. Is OPM open to including a review of capital expenditures in addition to operational expenditures as part of this effort?

Response: The RFP specifies that the recommendations shall result in savings of at least five hundred million dollars without an adverse impact on program quality or social services program benefits. Bidders must meet this minimum requirement, but are welcome to provide additional recommendations to the state as they choose.

Question: Is there an incumbent for the work, or is the State's expectation that the chosen contractor will rely on (a) previously-completed assessment(s) to provide a significant foundation of its work?

Response: There is not an incumbent for the work sought in the RFP, nor are there previously completed assessments to provide a basis for the proposer's work.

Question: The scope of services section C states that the contractor shall "Make recommendations regarding efficiency improvements in revenue collection and agency expense management that:

- Shall result in a savings of at least five hundred million dollars; and
- Shall not adversely impact program quality or social services program benefits."

Does the state have a list of agencies that should be the focus of the review, or is it the intent of the State that the contractor should define the list of agencies in order to achieve the target savings?

Response: Per the RFP, the proposer should study revenue collection and expense management *throughout* Connecticut State government and develop a list of recommendations.

Question: Does the state envision establishing projects after the issuance of the report to implement the savings identified?

Response: Authority to make spending decisions on the basis of the report will rest with elected officials.

Question: Has the State assigned points to each of the evaluation criteria? If the State will not assign specific points to each of the evaluation criteria, does the State have a perspective on how it will ordinarily rank them?

Response: The Office of Policy and Management will assign weights to each evaluation criteria and score each proposal. Information on criteria for evaluating proposals can be found on pages nine to ten of the RFP. The State will not disclose its weighted evaluation criteria during the pending RFP process.