



GOVERNMENT OF THE DISTRICT OF COLUMBIA
Department on Disability Services
Office of Contracts and Procurement

Questions & Answers

DCJM-2014-R-0011

Comprehensive Statewide Needs Assessment FY14

January 17, 2014

- 1. A DRAFT watermark appears on the pages of the solicitation. Is this an error or do we have the final version of the solicitation?**

Answer: The DRAFT watermark was removed and the final version was posted on the same link without the watermark.

- 2. Page 12, C.2.3 Reference is made to work completed by a Contractor as recently as June of 2013. Who completed this work for DCRSA and is the final report available for review? Is the scope of work outlined in the current solicitation meant to build off of the prior deliverables?**

Answer: Yes, the final report is available for review at <http://dc.gov/DC/DDS/About+DDS/DDS+Key+Documents/RSA+Key+Documents/CSNA+Report+for+DC+RSA>. The scope is not designed to build off of the prior deliverables. However, in last year's assessment the response from the business community was limited and we would like to expand their involvement during this assessment. Also IL has been added to this scope, which is different than previous years.

- 3. Page 12, C.3.1.2.3 The contractor is responsible for analyzing existing District data. Please describe the available data sources and the integrity and timeliness of the data for purposes of analysis.**

Answer: On a national level, data can be attained through Department of Labor (DOL) and Social Security, and at a District level through the Department Of Employment Services (DOES). We can also provide limited data from the agency's case record management software (System 7).

- 4. Page 15, C.3.1.2.24 and C.3.1.2.25 The RFP appears to give preference to qualitative data collection (focus groups) over quantitative data collection (surveys). The former is certainly more labor intensive and expensive yet yields extremely rich data. Should emphasis be placed on qualitative data collection in the Needs Assessment?**

Answer: Emphasis should focus on both quantitative and qualitative data to provide an accurate assessment of the needs of District residents regarding VR and IL services, See page 16 C.3.3.3. We expect both focus groups and surveys will be administered to capture the qualitative and quantitative data.





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5. Page 17, C.3.3.4 Please describe the data that will be provided by the District for the analysis of employment?

Answer: The data referenced in this section shall be attained by the vendor. There is public data available via the Federal government and the District government online. Additionally, some data can be provided from the District's case record management software (system 7). If there is specific data that you are looking for from the District, please specify.

6. Page 3, C.1 Can the District provide the anticipated level of effort expected for this procurement?

Answer: The vendor selected shall perform the following as indicated in the RFP: develop an implementation plan, administer and conduct focus groups, design and distribute written surveys, analyze the data, provide a written report and provide an onsite oral presentation to the agency.

7. Page 19, F.3, Deliverable Table—Written surveys are specified, though are we to assume focus group questions are due also?

Answer: Correct, the focus group questions are indicated in C.3.1.2.5

8. Gaining access to employers can be extremely challenging. Does DDS/RSA maintain an up-to-date list of employers who hire people with disabilities who are served by DDS or DCRSA?

Answer: Yes, a list of employers can be provided upon the award of the contract. We are working to develop connections with the business community through the DC Chamber of Commerce and we can provide a list of employers of RSA clients.

