

**Request for Proposals #22-70877, Indiana Behavioral Risk Factor Surveillance System  
Attachment D, Cost Proposal**

| <b>Cost Proposal Instructions</b>  |  |
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| 1. Respondents must populate all <b>yellow shaded cells</b> in this workbook with proposed costs in the format requested.  |  |
| 2. Please refer to Scope of Work for task requirements and deliverables, as well as the <u>2022 BRFSS Data Collection Protocol</u> for expectations.   |  |
| 3. Proposed prices must be <b>all inclusive</b> and incorporate any/all elements that factor into costs (e.g., staffing, training, CATI programming, travel, etc).   |  |
| 4. Please be advised that any figures provided in this workbook represent the State's best estimates of the anticipated number of projects and completed interviews for the initial contract year. Estimates provided are not to be considered a guarantee of the actual number of services to be experienced under the contract. Actual usage may vary. |  |
| 5. The Cost Proposal should reflect pricing for <u>one year</u> of survey data collection, but pricing should apply to the period 1/1/2023 to 12/31/2026.  |  |
| 6. If costs are expected to increase after the initial contract term, please indicate the anticipated increase per year in the "Additional Information" tab.   |  |
| 7. Please identify cost assumptions, comments, and/or savings opportunities in the "Additional Information" tab.   |  |
| 8. The Cost Proposal must be submitted in the <b>original</b> Excel format. (No PDFs, please). Any attempts to manipulate the format of the Cost Proposal template, attach caveats to pricing, or submit pricing that deviates from the current format will put the Respondent's proposal at risk.   |  |

**Request for Proposals #22-70877, Indiana Behavioral Risk Factor Surveillance System  
Attachment D, Cost Proposal****Base BRFSS & Callback Pricing**

**Instructions:** Respondents are requested to input proposed pricing in the yellow shaded cells below. The cost form below includes the State's best estimates of the number of projects and completed interviews for the initial contract year and is not to be considered a guarantee of the actual number of services to be experienced under the contract. Details related to the pricing requested are included below.

**Base BRFSS Survey**

- 1 Single questionnaire consisting of core, module, and state-added questions conducted January through December.
- 2 Total survey length of approximately 27 minutes.
- 3 Total number of completed interviews - approx. 10,000 (**NOTE:** calls may eventually be cell phone only).
  - a. Approximately 2,000 of the total surveys completed by landline telephone interviews.
  - b. Approximately 8,000 of the total surveys completed by cellular telephone interviews.
  - c. Both the landline and cell phone sample will be stratified into our 10 administrative districts and a minority oversample.
  - d. The survey will also need to be available in Spanish.

**Asthma Callback Survey**

- 1 Single questionnaire administered to eligible respondents on both landline and cellular telephone surveys conducted January through December of each contract year.
- 2 Total number of completed asthma callback interviews for both adults and children - approx. 750
  - a. Approximately 150 of the asthma call back surveys will be completed by landline telephone interviews.
  - b. Approximately 600 of the asthma call back surveys will be completed by cellular telephone interviews.
  - c. This survey will also need to be available in Spanish.

**BASE BRFSS AND ASTHMA CALLBACK SURVEYS PRICING INFORMATION**

**Request for Proposals #22-70877, Indiana Behavioral Risk Factor Surveillance System  
Attachment D, Cost Proposal****Proposed Costs for Modifications**

**Instructions:** Respondents are requested to input proposed pricing in the yellow shaded cells below. The cost form below includes the State's best estimates for the initial contract year and is not to be considered a guarantee of the actual number of services to be experienced under the contract. Details related to the pricing requested are included below.

**Potential Additional Modifications to BASE BRFSS Survey**

- 1 Charge for conducting a dual/split questionnaire (two versions of the survey).
- 2 Additional charge for per one additional minute over the 27 minutes of survey administration.
- 2 Additional charge for conducting an additional 500 completes for both landline and cellular telephone surveys (approx. 100 landline and approx. 400 cellular telephone surveys).
- 3 Additional charge for conducting an additional 1,000 completes for both landline and cellular telephone surveys (approx. 200 landline and approx. 800 cellular telephone surveys).

**POTENTIAL MODIFICATIONS TO THE BASE SURVEY**

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 Additional Cost Information

**Instructions:** Respondents are requested to provide responses to all items included below. If additional space is necessary to provide responses, please adjust the row dimensions, as needed.

**1. If the respondent anticipates that proposed costs will increase from year to year, following the initial contract term, please detail any anticipated increases in the field below. Please refer to section 1.10 of the current RFP for more information about all proposed cost increases.**

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**2. In the field below, please provide information about any additional savings opportunities available or other comments related to the proposed pricing.**

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**3. Please list and describe any special cost assumptions, conditions, and/or constraints relative to, or which impact, the prices presented in this Cost Proposal workbook. It is of particular importance to describe any assumptions made by the Respondent in the development of the Respondent's Technical Proposal that have a material impact on price. It is in the best interest of the Respondent to make explicit the assumptions, conditions, and/or constraints that underlie the values presented in the Cost Proposal. Assumptions, conditions or constraints that conflict with the RFP requirements are not acceptable.**

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