

PRICING RESPONSE
ORIGINAL

State of Arkansas Department of Human Services Division of Children and Family Services (DCFS)

Continuous Quality Improvement Reviews

Solicitation Number: 710-23-0012

January 25, 2023

Nawania Williams
Arkansas Department of Human Services
Attn: Office of Procurement
700 Main Street Slot W345
Little Rock, AR 72201

REVISED - OFFICIAL BID PRICE SHEET

710-23-0012 Continuous Quality Improvement Reviews

COST PROPOSAL MUST BE SUBMITTED SEALED SEPARATELY FROM THE TECHNICAL PROPOSAL. ANY REFERENCE TO ACTUAL COST(S) INCLUDED WITH THE TECHNICAL PROPOSAL SHALL RESULT IN OFFEROR'S PROPOSAL BEING REJECTED.

The Official Bid Price Sheet is to be used as a cost evaluation tool for comparison of bidders' costs. Pricing must include all relative expenses as outlined in the bid.

A detailed budget must be provided to support the Official Bid Price Sheet that includes a breakdown of all expenditures included in the monthly rate.

ITEM	DESCRIPTION	ESTIMATED QUANTITY	MONTHLY RATE	ANNUAL AMOUNT
1	Continuous Quality Improvement Reviews	12	\$98,356.33	\$1,180,275.96

DETAILED BUDGET

PCG would be honored to continue partnering with the State to provide quality improvement reviews. Our price reflects our deep understanding of the level of effort required to successfully complete reviews on time, and with the degree of quality sought by the State and the Children's Bureau. Over the past several years PCG has invested in a seasoned, experienced, and well-trained team. We've added reviewers and re-hired former employees with a track record of success on this project to more effectively meet the demands of this project which have increased over time. PCG has proven itself to be a dedicated partner to DCFS.

Below in table 1 we provide a detailed price breakdown. We believe that our price offers great value to the State, given the level of effort for this work and the experience of our team, required by this RFP.

TABLE 1: TOTAL PRICE BY PROJECT ACTIVITY

Activity	Hours	Price
Project Initiation and Management	409	\$44,379
Quality Services Reviews	11,117	\$963,483
Continuous Quality Improvement Reviews	1,520	\$118,864
Fidelity and Outcome Monitoring	526	\$53,550
Totals	13,572	\$1,180,276

Because PCG's hourly rates are fully loaded, inclusive of salary, fringe, and overhead costs, the only cost components included in our price are labor and travel as shown in table 2.

TABLE 2: PCG'S TOTAL PRICE BY COST CATEGORY

Cost Category	Cost	Assumptions
Labor Costs	\$1,150,276	Inclusive of salary, fringe, and all overhead for all activities associated with the contract.
Travel Costs	\$30,000	PCG will conduct onsite reviews. Travel costs will need to be increased in the year that the CFSR occurs to support more onsite trips.
Total Price	\$1,180,276	

Table 3 details the hours included in the labor costs above. CFSR-related activities are included in the hours below, although they will not be incorporated into the work plan until the timing is known.

TABLE 3: TASKS AND HOURS

#	Project Work Plan	Hours
I.	Project Initiation and Management	
Project Initiation		
1.1	Facilitate project kick-off meeting	209
1.2	Submit updated SOP	
1.3	Finalize project management tools	
1.4	Conduct ongoing project management	
Ongoing Communication		
1.5	Conduct quarterly project calls with DCFS	200
1.6	Conduct monthly internal project calls	

#	Project Work Plan	Hours
1.7	Update SOP, as needed	
II.	Quality Services Reviews	
Service Area Reviews		
2.1	Conduct case reviews of 170 cases	9,475
2.2	Conduct first round of QA	
2.3	Address QA notes	
2.4	Conduct second round of QA	
2.5	Address 2QA notes	
Service Area Review Project Management		
2.6	Generate sample and assign cases	1,642
2.7	Draft Service Area Report	
2.8	Review Service Area Report	
2.9	Finalize Service Area Report	
2.10	Conduct entrance and exit briefings	
2.11	Meet with Service Area Directors	
2.12	Participate in DCFS trainings	
2.13	Participate in meetings with the Children's Bureau	
2.14	Draft Statewide Report	
2.15	Review Statewide Report	
2.16	Finalize Statewide Report	
III.	Continuous Quality Improvement Reviews	
Case Reviews		
3.1	Conduct case reviews of 80 cases	1,520
3.2	Conduct first round of QA	
3.3	Address QA notes	
IV.	Fidelity and Outcome Monitoring	
Fidelity and Outcomes		
4.1	Select samples for FCT and Intercept case reviews	526
4.2	Request data from the Foundation and Youth Villages	
4.3	Conduct case reviews	
4.4	Conduct interviews and administer surveys	
4.5	Conduct quantitative and qualitative analysis	
4.6	Draft semi-annual reports	
4.7	Review semi-annual reports	
4.8	Finalize semi-annual reports	
Grand Total Hours		13,572
Grand Total Labor Costs		\$1,150,276
Travel Costs		\$30,000
Total		\$1,180,276