

# Request for Proposals for State Lending Reports & Online Data Exploration Tool

## Questions and Answers – October 16, 2019

**1. *Would MCBC entertain a proposal for interactive online reports (narrative + interactive visualizations) without a corresponding print-ready Word/PDF version?***

The short answer would be - not at this time. Using the example in the question above, MCBC requires that the narrative portion of an online tool be made available in Word/PDF. We understand from our members that the reports are widely referenced by various entities for various purposes. The most efficient means for some of the long-time users of the data to extract or reference information is a key word query or a page number citation to a Word/PDF document.

As noted in the RFP:

All descriptive and narrative files for the report must be provided to MCBC for its exclusive use in MS Word and PDF formats.

All summary data tables and charts must be made available to MCBC for its exclusive use in Excel format.

**2. *The RFP states that all data must be compatible with Tableau, but is it a requirement that the online data tool be built using Tableau?***

MCBC's preference would be for the online data tool to be built in Tableau. MCBC would be open to receiving RFP responses that contemplate data platforms that are compatible with Tableau. MCBC would expect the respondent to detail what would be required to transfer the data to Tableau.

**3. *The appendix lists hundreds of individual data visualizations; would MCBC entertain a proposal to prioritize (in consultation with MCBC) the most relevant and impactful visualizations for the 2020 release, with additional visualizations added in future years?***

In developing the RFP, MCBC presented research questions and examples of data points that are widely referenced by our members and community partners and presented in similar resources.

Using the point system in the RFP (Section 5.a), MCBC will evaluate responses based on (amongst other things) their relative:

QUALITY OF PROPOSAL (30 points)

- Clarity and completeness of proposed work plan
- Responsiveness to the project's objectives
- Effectiveness and creativity of proposed scope of services
- Specific approach and methodologies for completing various aspects of the report and online data tool

PROJECT DELIVERABLES (10 points)

- Clarity and completeness of proposed deliverables
- Demonstration of ability to meet proposed time frame

BUDGET (25 points Maximum)

- Total price
- Cost reasonableness
- Clarity and completeness of proposed budget and budget justification with itemized budget and detailed explanation of costs

**4. To what extent does MCBC want to be 'self-reliant' with the tool? Should it be designed so that MCBC staff can update the narrative, create/modify visualizations, add new sections, and conduct analysis; or will the contractor be responsible for implementing updates?**

MCBC does not anticipate updating narratives or modifying visualizations in the online data tool or report that relate to the 2018 Data Sources.

MCBC anticipates being self-reliant on the tool as well as with the 1/ descriptive and narrative files of the report provided to MCBC for its exclusive use in MS Word and PDF formats and 2/ summary data tables and charts made available to MCBC for its exclusive use in Excel format.

MCBC would be interested in understanding the pricing structure for any new analysis or narrative that may need to be generated prior to the release of data for the subsequent year.

As noted in the response to RFP questions released on October 7th, MCBC is willing to look at multi-year pricing proposals/RFP responses that contemplate annual updates to the reports and online data tool upon the release of Data Sources in subsequent years.