



MEMO RE VENDOR POOL AWARD
WITH COOPERATIVE PURCHASING

DATE: August 16, 2024
TO: Awarded Vendors & Potential Purchasers
FROM: CDHS Division of Contracts & Procurement
RFP: CDHS RFP IHHA 2024000168
SOW: Program-Agency/Policy-Program Evaluations aka “Master Evaluators”
TERM: April 4, 2024- April 4, 2029 (including all potential renewal periods)

POINTS OF CONTACT AT CDHS FOR INQUIRIES:

Michael Auran, Office of Administrative Solutions, Michael.Auran@state.co.us &
Sabina Riley, Office of Administrative Solutions, Sabina.Riley@state.co.us

This letter serves as a memorandum for information to all vendors awarded through **Colorado Department of Human Services’ (CDHS) Request for Proposal (RFP) IHHA 2024000168 re Program-Agency¹ Evaluations**, as well as to any potentially purchasing offices/programs within CDHS and for dissemination by the Department of Personnel Administration’s State Purchasing and Contracts Office as appropriate into resources regarding available cooperative purchasing opportunities to Procurement Officials. This memo is provided for informational purposes only to facilitate and maximize purchasing and does not alter the solicitation, terms, award information, or the like. This letter does not create any fiscal obligations to any awarded vendor for available purchasing as described in RFP IHHA 2024000168.

The following entities were awarded as being most qualified under this Request for Proposal:

Altarum Institute
BNP Education Partners LLC dba Marzano Research
Brodsky Research, LLC
Center for Policy Research
*Colorado Health Institute**
*Health Management Associates, Inc**
ICF Incorporated, LLC
Mathematica, Inc
*Mission Analytics Group, Inc**
Myers and Stauffer LC
OMNI Institute
Public Consulting Group LLC
The Urban Institute
University of Colorado, The Evaluation Center
*University of Denver, Butler Institute**
*University of Denver, Colorado Evaluation Action Lab.**

¹ Program-Agency Evaluations, referred to otherwise in documents as “Policy-Program Evaluations”, internally at CDHS known to certain groups as “Master Evaluator” bid; differences in nomenclature notated here simply for ease of reference by various recipient audiences.

Vendors marked with a * in the list above: *This notation does not indicate any preference, but rather is made with reference to information on a contracting tool, see the italicized language at the bottom of this correspondence.*

The aforementioned RFP was run to establish a list of highly qualified vendors who could conduct rigorous data-driven studies of policies and programs which, per the RFP, “will identify one or more vendors who will become preferred vendors for the State to then contract for specific research engagements, which will be negotiated separately.... Once vendors are selected, an agency, with a specific program evaluation need, can work with the selected vendor(s) to further scope out this work and execute a purchase order or contract.” Scope re covered tasks and activities in the RFP described in more detail in the footnote² below. If you are an office/program within CDHS or otherwise another entity looking to purchase under this cooperative and would like more information, please reach out to the CDHS point(s) of contact provided above.

The issuance of a Notice of Intent of Award dated April 4, 2024 by CDHS and was shared within CDHS to notify of the opportunity to purchase. Information on the award, since cooperative in nature, was also shared with DPA and directly to other known interested entities who may wish to purchase under the cooperative. The instant memo expands information provided to best facilitate purchasing opportunities, as well as expectations by awarded vendors on next steps for ease.

In accordance with section 24-110-201, C.R.S., this RFP was run and this Memo of notice serves to inform of the establishment of cooperative purchasing under this award for use by the State Agency issuing this agreement and other State and local Agencies and Political Subdivisions, including, but not limited to, city and county government entities, public utilities, public schools districts, and State Institutions of Higher Education, under the terms, conditions and rates set forth in the cooperative solicitation that was run and so awarded with creation of this vendor pool from which purchases may be made. Each agency or entity ordering goods or services under the cooperative purchasing award will be responsible for all costs and expenses incurred in connection with its orders, and shall, as necessary, establish its own contract, place its own orders, issue its own purchase orders, be invoiced therefrom, make its own payments, issue its own tax exemption certificates as requested, and resolve any disputes arising from any such order.

In making purchases, CDHS and other entities who purchase under the cooperative nature of this RFP award shall follow the Fiscal Rule requirements around dollar thresholds for agreements, and as such may enter into individual contracts and/or Purchase Orders for these purchases through the dates specified in this letter. There is not other than this correspondence any master cooperative purchasing agreement- all who may purchase under this are encouraged to proceed with engaging with these vendors directly as set forth herein. (Please see the asterisk note toward the end of this correspondence for information, if helpful, on past Master Task Orders done with certain vendors, which is not the path for purchasing on this RFP award to as to improve purchasing availability for all.)

The scope of the purchases shall align with the scope and rates of each vendor as set forth in their proposal and in line with the RFP and notice of intent to award and may reasonably deviate as to update rates, etc. only as mutually agreed upon in a contractual agreement between the vendor and the purchasing department for the given purchase.

² Scope of Work Summary Information: Provide randomized controlled trials, quasi experiments, and pre- and post-test outcome studies, correlational analysis, fidelity of implementation, and other types of evaluation to programs based upon individual project needs.; Produce written reports per project from the analysis based on program evaluation needs.; Collaborate with state agency to select evaluation designs if not provided.; Provide continued technical assistance and project management per project as delineated in individual proposals.

The RFP specified the award pool purchases would be available in one year periods, with the option to renew for up to four (4) additional one-year periods. Since this notice serves to inform of the creation of the pool of vendors from which purchases may be made, this letter will not require renewal. These vendors are available for purchasing as set forth herein from the term of April 4, 2024 through April 4, 2029, which includes all potential renewal periods which may be made by CDHS and any other entities contracting or otherwise issuing purchasing orders for their use of this work. In the unlikely event that this changes, CDHS will inform.

Thank you-

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*Vendors marked with a * in the list above: This vendor notated with a star had Master Task Order (MTO) in place as a historical purchasing tool from a prior RFP, RFP IHGA 2019*162 under which Task Orders could be cut. The use of the MTO/TO purchasing tool proved to create more obstacles than a standard contract or Purchase Order due to heightened state rules around MTO approval processing, etc., and so to increase the ease of purchasing for all and the opportunities for this vendor in getting work under this new award RFP IHHA 2024*168, MTOs will not be used again in the future and are not being used for vendors who did not already have one in place under the prior award. The historical MTO referenced here was renewed through 6/30/25 with notice of final intended renewal included thereon. Thus, for these vendors, those MTO tools may be used through 6/30/25, but instead purchasing under contracts or POs is encouraged. Purchasing under contracts or POs (as required by the Fiscal Rules) will be the sole purchasing tool option after 6/30/25 for the remaining purchasing term allowed by this RFP, as set forth above. Given the standardization of state contracting terms, efforts to enter into contracts or POs should not create any more redundancies or inefficiencies than was previously required for Task Order purchasing, and given state rules around MTOs/TOs will create more ease for all to purchase.*