



## Request for Proposal Questions and Responses

**Request for Proposal:** 2019 Boston Behavioral Risk Factor Survey

**Proposal Due Date:** Monday, December 10, 2018

All Prospective Proposers: In reference to the proposal solicitation, the following questions and inquiries were submitted, and receive a response from Boston Public Health Commission below.

1. Can BPHC specify the number of 1) landline completes and 2) cell phones completes for the 2017 data collection?

Answer: 1) Landline 891 2) Cell 2,108

2. What was the overall contract value for the 2017 data collection?

Answer: \$529,387

3. Per the RFP. Page 6, BPHC desires that the survey be conducted in both English and Spanish. What percentage of interviews for the 2017 data collection were conducted in Spanish?

Answer: 3.8%

4. Per page 5 of the RFP, "respondents who do not reside in Boston...will not be eligible for participation.". In the 2017 data collection, what percent of respondents screened out because they did not reside in Boston?

Answer: Approximately 24% ineligible for landline and 76% ineligible for cell phone.

5. On page 5 of the RFP, BPHC writes "To determine the rate centers, previous vendors have created a map of the study area and overlaid the location of the local cellular rate centers. The rate centers were then stratified into high density and medium density based on the percentage of respondents who reported that they lived in Boston based on previous Boston BRFSS data.". Can BPHC share a list of rate centers included in the sampling frame for the prior survey cycle, and identify each as either high or medium density?

Answer: High density rate centers included Boston, Brighton, Brookline, Charlestown, Dorchester, East Boston, Hyde Park, Jamaica Plain, Roxbury and South Boston, and included both 617 and 857 exchanges. Low density rate centers included Cambridge, Chelsea, Dedham, Everett, Kingston, Malden, Melrose, Milton, Newton, Quincy, Revere, Saugus, Somerville, Watertown, Weymouth, and Winthrop, and included 617, 857, 781/339 exchanges. In addition an "out-of-area" Boston stratum was included which contained cell phone numbers that had a billing zip code in Boston, but did not originate from a Boston area rate center.

6. Is BPHC open to piloting non-RDD methodologies for a portion of the data collection?

Answer: Although we would be open to discussing new methodologies and would consider merits carefully, we will likely favor continuing our current procedures.

7. Can BPHC share the disposition report from the 2017 data collection?

Answer:

<b>Disposition</b>	<b>Description</b>	<b>Landline</b>	<b>Cell</b>
<b>1100</b>	Complete	820	1965
<b>1200</b>	Partial Complete	50	164
<b>2111</b>	Household level refusal	273	.
<b>2112</b>	Known respondent refusal	112	160
<b>2120</b>	Break off/termination within questionnaire	298	891
<b>2210</b>	Respondent never available	161	87
<b>2220</b>	Household answering device	1016	.
<b>2320</b>	Respondent physically or mentally unable to complete interview	17	2
<b>2330</b>	Language barrier, selected respondent	29	42
<b>3100</b>	Unknown if housing unit	9111	56697
<b>3130</b>	No answer	4577	3477
<b>3140</b>	Answering device, unknown if residence or respondent eligible	1241	5737
<b>3150</b>	Telecommunication barrier	31	12
<b>3200</b>	Household, not known if respondent eligible	154	211
<b>3322</b>	Physical or mental impairment (household level)	40	42
<b>3330</b>	Language barrier (household level)	736	4106
<b>3700</b>	On never call list	32	7
<b>4100</b>	Out of sample	913	10454
<b>4200</b>	Fax/data/modem	1718	77
<b>4300</b>	Nonworking number/disconnected	62488	16679
<b>4400</b>	Special technological circumstances	203	904
<b>4430</b>	Call forwarding/pager	3	7
<b>4500</b>	Non residence	5209	3326
<b>4510</b>	Group home	114	219
<b>4700</b>	Household, no eligible respondent	27	409
<b>Total</b>		<b>89373</b>	<b>105675</b>

8. What are the criteria on which proposals will be evaluated, and what weight will be given to each criteria?

Answer: Scoring will be out of 100 possible points from the following three categories: Cost of Services, References and Experience, and Other. One-third of the total available points can be earned for each of these three categories. "Other" includes elements such as the process by which the applicant proposes to successfully complete the project and the ability to meet the desired scope of services.

9. What was the contract amount for the last administration of the Boston Behavioral Risk Factor Survey?

Answer: \$529,387

10. What response rate was achieved during the last administration of the Boston Behavioral Risk Factor Survey?

Answer: The cooperation rate for the landline was 31.3% and for the cell was 64.3%.

11. For the small area sampling, at what rates were the three different groups sampled (those with a zip code matching the Boston area, those with a zip code not matching the Boston area, and those without a matched zip code) during the last survey administration?

Answer:

Stratum	Frame size	Phase 1 sample	Phase 2 sample	Selection probability
<b>High density rate centers</b>				
<b>617</b>	1,192,000	117,466		
Matched Boston zip		18,253	18,253	0.0985
Unmatched		28,894	19,470	0.0664
Matched to non-Boston zip		45,569	18,420	0.0398
<b>857</b>	589,000	58,129		
Matched Boston zip		7,812	7,812	0.0987
Unmatched		22,454	15,150	0.0666
Matched to non-Boston zip		10,058	4,260	0.0418
<b>Low density rate centers</b>				
<b>617</b>	538,000	53,014		
Matched Boston zip		4,175	4,175	0.0985
Unmatched		14,936	7,680	0.0507
Matched to non-Boston zip		19,767	0	
<b>857</b>	128,000	12,647		
Matched Boston zip		529	529	0.0988
Unmatched		2,791	1,530	0.0542
Matched to non-Boston zip		3,112	0	
<b>781/339</b>	270,000	25,681		
Matched Boston zip		383	383	0.0951
Unmatched		7,668	3,990	0.0495
Matched to non-Boston zip		9,991	0	
<b>Out-of-area Boston numbers</b>	57,293	3,216	3,214	0.0561

12. The BPHC used an approach that targeted five zip codes in order to conduct its oversample of Asian respondents. Would BPHC be open to using an approach that relied on targeted cell and landline records (listed phone numbers identified as likely belong to Asian respondents) to meet the Asian over sample requirement?

Answer: We are unable to answer this without understanding the process by which the targeted records are identified as likely belonging to Asian respondents. We are open to discussing options that do not bias the sampling, but may choose to follow our previous method for consistency.

13. Under qualifications, BPHC requires experience collecting health survey data with highly sensitive topics. What types of topics does BPHC view as highly sensitive?

Answer: Examples of highly sensitive topics would include sexual and physical violence experience, illicit substance use, and adverse childhood experiences.

14. Could you please confirm that the living wage ordinance applies to bidders regardless of whether they have Boston-based employees?

Answer: The City of Boston does not recognize geographic exemptions; the living wage ordinance applies to vendors within and outside the Commonwealth of Massachusetts.