



Department of Health

RFP# C040649

Independent Evaluation of the New York Tobacco Control Program

Amendment #1

The following are official modifications, which are hereby incorporated into *RFP# C040649, Independent Evaluation of the New York Tobacco Control Program*. The information contained in this amendment prevails over the original RFP language. For all amendments below, deleted language appears in strikethrough (“~~xxx~~”) and added language appears in bold underline (“**xxx**”).

6.2.4 Technical Proposal Narrative

The Technical Proposal should provide satisfactory evidence of the Bidder’s ability to meet, and expressly respond to, each element listed below. Elements of the Technical Proposal are as follows:

~~6.2.4.1.1~~ **6.2.4.1** Implementation Plan

~~6.2.4.1.2~~ **6.2.4.2** Media Tracking and Evaluation Studies

~~6.2.4.1.3~~ **6.2.4.3** Community Programs – Health Systems for a Tobacco Free New York and the New York State Quitline

~~6.2.4.1.4~~ **6.2.4.4** Community Programs – Advancing Tobacco Free Communities

~~6.2.4.1.5~~ **6.2.4.5** New York Adult Tobacco Survey

~~6.2.4.1.6~~ **6.2.4.6** National Adult Tobacco Comparison Data

~~6.2.4.1.7~~ **6.2.4.7** New York Youth Tobacco Survey

~~6.2.4.1.8~~ **6.2.4.8** Retail Advertising of Tobacco Survey

~~6.2.4.1.9~~ **6.2.4.9** Local Opinion Leader Feedback

~~6.2.4.1.10~~ **6.2.4.10** Ad hoc surveillance study

~~6.2.4.1.11~~ **6.2.4.11** Web-Based Monitoring of Grantees

6.2.4.1.12 6.2.4.12 Annual Evaluation Report

6.2.4.1.13 6.2.4.13 Topical/Thematic Reports

6.2.4.1.14 6.2.4.14 Manuscripts

6.2.4.2. Staffing Requirements

A. Bidder should describe their organizational capacity and staffing qualifications, including experience providing large-scale public health evaluation services, working with state agencies, including health departments, and experience with tobacco control evaluation and planning. Organizational capacity should match the scale and scope of this project, including **recent history of peer-reviewed publications related to the evaluation of public health programs and/or tobacco control**, ability to design and implement the required program evaluation, surveillance, web-based monitoring, and reporting activities. Staffing qualifications should indicate experience at all levels of this project including project development, data collection, data analysis, interpretation and synthesis of results, and report development for professional and public audiences. This section should show how your organization will successfully function and meet the requirements of this project.

7.0 PROPOSAL SUBMISSION

A proposal consists of three distinct parts: (1) the Administrative Proposal, (2) the Technical Proposal, and (3) the Cost Proposal. Proposals should be submitted in all formats as prescribed below.

	Electronic Submission
Administrative Proposal	<u>Submit 1</u> 2 email PDF(s) labeled “Administrative Proposal” containing a standard searchable PDF file with copy/read permissions <u>in the Administrative Proposal Email.</u>
Technical Proposal	<u>Submit 1</u> 2 email PDF(s) labeled “Technical Proposal” containing a standard searchable PDF file with copy/read permissions only <u>in the Technical Proposal Email.</u>
Cost Proposal	<u>Submit 1</u> 2 email PDF(s) “Cost Proposal” containing standard searchable PDF file(s) with copy/read permissions only <u>in the Cost Proposal Email.</u>