

ANSWERS TO QUESTIONS

RFP: 729-22ARPA61-03: NCALHD Region 7 Lead Data Analyst for Performance Measures Study

1. Who does the Lead Data Analyst report to?

This is a position serving local public health across the state of North Carolina, where they will report to the NCALHD Executive Director and Data Workgroup leaders Wes Gray and Lillian Koontz, while collaborating with local public health department directors and staff, and Division of Public Health partners as needed.

2. Is onsite training required?

The Data Coordinator can work virtually and attend in-person meetings as needed to support the NCALHD and serve local health departments (LHDs) across North Carolina. It is anticipated that some initial training will be required with the NCALHD Executive Director and Data Workgroup leaders.

3. Will the Lead Data Analyst oversee other employees?

It is not anticipated that the Lead Data Analyst will oversee other employees.

4. Do you anticipate travel being required for the Lead Data Analyst?

The Lead Data Analyst is expected to work virtually for the majority of his time. However, some travel to attend in-person meetings to support the NCALHD and serve local health departments (LHDs) across North Carolina is expected.

5. What special equipment is required (if any)?

No special equipment is required other than a laptop and software to aggregate, analyze and present data.

6. When is the proposal due?

Proposals are due on December 9, 2022 by 4:45 pm. The RFP was updated to change an earlier error in the proposal due date.

7. Are there any current addenda to this RFP?

Responses to questions asked by potential bidders will be updated as needed and reflected in this addendum to the RFP.

8. Can you provide an estimate of the total number of hours expected for this project?

The contract will run from approximately January – May 2023. Given a cap of 30 hours a week, the contract is estimated to be for 600 hours.

9. Will a master's degree be required for this position or will you consider relevant experience in addition to a bachelor's degree?

A bachelor's degree is required. The preferred candidate will have a master's degree in public health, health administration, health sciences, data science, biostatistics, or another relevant field of study. In addition, three to five years of relevant experience is preferred.

10. Would you like proposed candidate resumes included in the appendix of the proposal?

Bidders may include any information they view as relevant in appendices. However, proposals will be scored based on the scoring matrix presented in the RFP.