

REVIEW OF UNIFORM CHILD SUPPORT GUIDELINE RFP-CFCC25-190RB

ANSWERS TO QUESTIONS

Question Group 1: Available Data on Specific Circumstances of the Parent with Imputed Income. *Reference.* On page 4, Paragraph 2.3.3 requires that the report include analysis of “whether child support orders based on anything other than actual earnings (such as imputations of income or use of earning capacity) take into consideration the specific circumstances of custodial parents (CPs) and noncustodial parents (NCPs), such as residence, employment and earnings history, job skills, educational attainment, literacy, age, health, criminal history.”

Question 1. What is the data source for knowing there was a consideration for residence, employment and earnings history, criminal history and other mentioned items in Paragraph 2.3.3 on page 4?

Answer: The data source will be the case-file review documentation. If a Court Order reflects that it is based on anything other than actual earnings, and indicates specific circumstances of a parent, the case-file reviewer will indicate that in the case-file review data collection tool.

Question 2. Will the successful bidder be expected to gather the data or will the CFCC provide the data? If CFCC provides the data to the successful bidder, what format will the data be provided in (e.g., an excel file of data elements, order narratives, court records, or copies of a particular court form)?

Answer: CFCC will provide the data through an excel file. The file will include narratives for data fields that require it, such as reasons for deviating from guideline that are not one of the itemized responses.

Question 3. When would the data be made available to the successful contractor?

Answer: The data will be made available as soon as CFCC finishes coordinating the case-file review. We are estimating that the data will be made available to the successful bidder no later than August 2025.

Question Group 2: Timing and Receipt of Payment Data for Analysis. *Reference.* On page 5, Paragraph 2.4.3 (1) requires a comparison of payments of child support orders. The estimated due date is July 9, 2025 (see Deliverable 3 on page 7)

Question 4. Does obtaining payment data for Paragraph 2.4.3.1 require the coordination between the successful bidder and DCSS or will CFCC care for all of the logistics of obtaining the data extract?

Answer: This data will be included in the case file review.

Question 5. When does CFCC believe payment data will be made available to the successful bidder?

Answer: See question 3 above: the data will be made available as expediently as possible, with an estimated date no later than August 2025.

Question 6. Is there any concern about the time period for which the payment data will be extracted? Specifically, will it include orders issued after the updated Low-Income Adjustment and other guideline changes became effective? Will the sample period be sufficient to analyze the impact of these changes?

Answer: Due to the timing of this study, it is too soon to analyze the impact of recent changes to the Guideline Calculator formula. The cases in the case-file review will only include orders that pre-date September 1, 2024.

Question Group 3: Timelines. *References:* Estimated Due dates for Deliverable 2 and Deliverable 3 (pp 6 and 7) are June 18, 2025, and July 9, 2025.

Question 7: These dates seem contracted for a project start date of March 10 and a finalized work plan of March 17. How attached is CFCC to the dates estimated for Deliverable 2 and Deliverable 3?

Answer: Deliverables 2-5 can be negotiated as needed; however, the draft report and final report deadlines (Deliverable 6 and 7) are firm.

Question 8. Would a proposal that pushes back these dates affect the bid scoring?

Answer: Proposed adjustments to Deliverable due dates is not one of the Criteria for Evaluation of Proposals in Section 9.0 (page 17) of the Request for Proposals. However, due dates should show a reasonable likelihood that Deliverables 6 and 7 can be completed timely.

Question Group 4: Selection of Focus Group Participants. *References:* Page 5, Paragraph 2.5 requires focus groups with advocacy groups and parents. With regard to the recruitment of parents for the focus group, the last review targeted low-income parents and used self-help center staff and family law facilitators to advertise the focus group.

Question 9. Will the successful bidder or CFCC will be responsible for identifying potential advocacy groups appropriate for the focus group? If not, is there a known list of advocacy groups with an interest in the review of the child support guideline?

Answer: CFCC and the successful bidder will collaborate to identify potential advocacy groups appropriate for the focus group.

Question 10. Is there any targeted income group of parents for the focus group?

Answer: There is no targeted income range for the focus groups.

Question 11. Will the successful bidder or CFCC be responsible for advertising the focus group for parents? Is the expected reach beyond self-help center staff and family law facilitators? If so, what is the expected reach and what will CFCC's role be in facilitating that reach?

Answer: The successful bidder will be responsible, with assistance from CFCC if necessary, for advertising the focus group for parents. The expected reach has not been delineated: if self-help center staff and family law facilitator advertising is sufficient to generate focus group participants, there is no requirement that the reach be extended.