



Missouri Communities' Perspectives on Health and Well-Being

Purpose

Missouri Foundation for Health is soliciting proposals to explore what it means to be healthy, from the perspective of Missourians. The Foundation's mission is to *improve the health and well-being of individuals and communities most in need*, however, we have never formally asked those individuals and communities what "health and well-being" means to them. Answering the question, "What does it mean to be healthy?" is not as straight-forward as it used to be. The evolving landscape of public health issues – more commonly referred to as the social determinants of health – now includes issues involving complex, integrated, and overlapping social structures and economic systems that connect to many health issues affecting Missourians.

This study is important in that it examines the extent to which communities view the underlying causes of health-related issues as part of a broader definition of health, exposing many of the nuances in how people understand their ability to lead healthy lives, and possibly offer critical insights into how the Foundation and others might consider the design of solutions to address health issues.

Missouri Foundation for Health

Missouri Foundation for Health is a resource for the region, working with communities and nonprofits to generate and accelerate positive changes in health. As a catalyst for change, the Foundation improves the health of Missourians through partnership, experience, knowledge, and funding. To learn more please visit mffh.org.

Description of Required Services

To better understand "what it means to be healthy" from Missourians' perspectives, the Foundation's Community Advisory Council (CAC) seeks proposals from qualified persons and/or firms to perform a thorough investigation in the Missouri Foundation for Health **region** (84 counties and the City of St. Louis) to answer this question. We anticipate the research will utilize a variety of data-collection and validation methodologies. The work should culminate in a report and presentation to the Foundation at its annual retreat in January 2020.

The following timeline is anticipated for the project:

1. Proposals due Sunday, March 24, 2019;
2. Anticipated contract start date of May 1, 2019;
3. Sense-making session with the CAC to discuss and elicit feedback on findings to date should be included in the project plan. Potential dates for that session are July 17, or September 18, 2019. The consultant may specify which date is preferable in alignment with the research plan;
4. Final report to the Foundation and CAC: December 2019;
5. Presentation to the Foundation in January 2020.

If selected, contractor will be required to enter into a Contract or Service Agreement with MFH.

General Requirements

The Foundation is committed to ensuring that equal opportunity is provided to minority and woman-owned enterprises and that its contractors have active programs for ensuring diversity in their workforce and sensitivity to the issues of race and gender. No person shall be denied or subjected to discrimination on account of any services or activities made possible by or resulting from an agreement resulting from this RFP on the grounds of sex, sexual orientation, race, color, creed, national origin, age (except minimum age and retirement provision), marital or veteran status or the presence of any sensory, mental or physical handicap. Any violation of this provision shall be considered a violation of a material provision of this procurement and shall be grounds for cancellation, termination or suspension in whole or in part of any related agreement by the Foundation. The respondents shall at all times in the proposal and contract process comply with all applicable state and federal anti-discrimination laws, rules, regulations, and requirements thereof.

Proposal Format and Content

- Letter of Transmittal

A brief letter of transmittal should include the following information:

1. Respondent's understanding of the services to be procured or the work to be performed
2. Commitment to deliver the services within the time specified
3. Names of persons authorized to represent the organization, as well as their titles, addresses, and telephone numbers

- Title Page

Each proposal must contain a title page that identifies the RFP and provides the organization's name, address, and telephone number; the name and title of a contact person; the date the proposal is submitted, and the time period for which the proposal is effective.

- Respondent Profile and Qualifications

Provide a detailed response regarding the consultant's profile and qualifications to perform this research. Provide detailed information on the person or persons who will be included in the project and provide a schedule, including assigned personnel, for its completion.

- Respondent Approach to the Required Services

Provide a detailed response regarding the consultant's approach to complete the project. Include detail on the proposed research methodology and justification for choosing this approach.

- Cost Proposal

Cost and price information provided in the proposal will be held confidential.

Provide detailed cost proposal and justification for professional services (hourly rate and number of hours), travel specifically related to the project, subcontractor fees (attach proposal or contract), and other direct costs specifically related to the project.

Foundation reserves the right to negotiate proposed costs. Note: Requested travel will be reimbursed for coach airfare, reasonable lodging, rental car or public transportation, meals, and incidentals expenses at reimbursed amount not to exceed the federal per diem rate.

Proposal Review and Evaluation

Proposals will be reviewed in accordance with the requirements of this RFP. Only those proposals that meet all the mandatory criteria in the RFP will be given consideration.

A respondent's submission of a proposal in no way guarantees procurement by Missouri Foundation for Health. MFH will not reimburse a respondent for the cost of developing or presenting a proposal in response to this RFP.

Right to Reject

The Foundation reserves the right to:

- Reject any or all proposals submitted;
- Request additional information from any or all firms submitting proposals;
- Conduct discussions with respondents to ensure full understanding of, and responsiveness to, the solicitation requirements; and
- Negotiate modifications to any firm's proposal prior to the final award for the purpose of obtaining best and final offers.

Contractual Arrangements

Contract provisions for completion of this research project, including term, escape provisions and legal requirements, will be mutually determined by Foundation and contractor.

Inquiries

If you have questions regarding this proposal, please contact Sarah Smith, Learning Officer, at ssmith@mffh.org or (314) 345-5539, or Kristy Klein Davis, Vice President of Strategy and Learning, at kdavis@mffh.org or (314) 345-5591.

Proposal Delivery Requirements

Proposals should be emailed to Sarah Smith at ssmith@mffh.org and are due by Sunday, March 24, 2019, by 11:59 p.m.