

Amendment No. 1
Washington State Department of Commerce Request for Proposals
Independent Contractor Study – Labor Market Research and Consulting Firm

This RFP was issued by the Washington State Department of Commerce (Commerce) on August 27, 2018. A question and answer period ensued from August 27 through 5:00 pm on August 31, 2018. The questions submitted by prospective proposers are compiled and answered below. Questions were sorted into several categories as best as possible based on question topic and syntax. All questions are shown verbatim as submitted except where Commerce edited them to (a) omit proposer identity; (b) remove comments that either did not appear to pertain directly to specific questions; or (3) remove comments that appeared to reveal potential design strategies of proposers. Under the provisions of the RFP, Commerce has the authority to issue amendments to this RFP. These changes are incorporated into this RFP by reference (Exhibit E Response to Contractor Questions).

Question and Answer Responses:

Set 1: Data/Research

Index	Question	Answer
Data 1	Will individual-level data from the Washington Department of Revenue be made available to the contractor?	Yes.
Data 2	Which data elements will the WA Department of Revenue include?	The following non-confidential information will be made available: number of active and non-active sole proprietors, open date, mailing address, NAICS code, and UBI number. Whether or what confidential information will be released to the contractor is currently unknown. As part of the contract negotiation for the winning proposer, a statement of work will be developed that will include permissible use of this information by the contractor.
Data 3	Will individual-level Unemployment Insurance Wage record data from the Washington Employment Security Department be made available to the contractor?	This will be discussed and determined after the contractor is hired.
Data 4	What source of information is available for survey sampling?	See above response to Data 2 question. Additionally, U.S. Census Bureau household surveys may be considered. Washington State does not have an income tax, and federal administrative tax records are not available for this project.
Data 5	Is there a set expectation on subgroups within the population to be sampled?	No.
Data 6	Will probability-based methods be required for all survey work?	No.

Set 2: Technical

Index	Question	Answer
Tech 1	Is there a page limit for the proposal submission?	No.
Tech 2	Are there any limitations regarding page length for any of the proposal pieces?	No.
Tech 3	Will the deadline for receipt of proposals be extended?	A decision about whether or not to extend the deadline for receipt of proposals will be based on the number and quality of proposals received under the current procurement schedule. Commerce does not anticipate extending the deadline at this time.
Tech 4	What type of contract will be issued?	A services contract. How the contractor is compensated will be determined as part of contract negotiations.
Tech 5	Will Commerce accept fixed price bids?	Yes.
Tech 6	Will Commerce accept bids that include weekly rates?	Yes.
Tech 7	Will Commerce accept proposals that exceed the \$300,000 budget allowed for in the RFP?	No. However, proposers are encouraged to consider as part of their proposal how the research outlined in the RFP can be designed so that it can be repeated and/or built upon in the future.
Tech 8	Will Commerce accept proposals that do not meet all of the deliverables outlined in the RFP?	No. Proposers are expected to address all of the required components of the RFP to the greatest extent possible.
Tech 9	Will Commerce accept proposals that provide an option to accelerate the project timeline?	Yes. However, all phases and activities in the project timeline must be addressed.
Tech 10	Will the contractor be required to present to legislators in a primary or supporting role?	Commerce may ask the contractor to participate in presentations to the legislature in a supporting role.

Set 3: Miscellaneous

Index	Question	Answer
Misc 1	Does Commerce have a preferred vendor to conduct surveys?	No.
Misc 2	What is your definition of an independent contractor?	Per the Bureau of Labor Statistics, independent contractors are defined as workers who are identified as independent contractors, independent consultants, or freelance workers, regardless of whether they are self-employed or wage and salary workers. The research will not account for differences in state or federal-level definitions for purposes of classification.
Misc 3	Are there specific policy or regulatory reasons for this RFP?	No. The purpose of the research outlined in the RFP is to create baseline information to inform legislators and stakeholders about workers' sources of income, the amount of income derived from independent contract work, and access to and sources of benefits.
Misc 4	How will this research be used after completion?	See above response to Misc 3 question. Additionally, the research will be used to outline pros and cons of different approaches or options for future research to address information gaps and to deepen the state's knowledge overtime.
Misc 5	Are there external factors driving the project timeline?	No. The deadline was set by the legislature per SSB 6032 Sec 127 (47 (a-b).

