The National Council of Negro Women (NCNW) seeks a project management partner for the Good Health Wins project. This project will create a network of national and local partners who will raise awareness on immunization and contribute to the evidence base of effective interventions to improve vaccination coverage. NCNW will also work to identify and implement strategies to reduce racial and/or ethnic disparities in adult vaccination coverage. Activities will be targeted to support the collaboration of providers and community organizations, and will be evaluated in order to ensure that Black and Hispanic communities receive informed and equitable access to vaccination opportunities.
REQUEST FOR PROPOSAL
Good Health Wins
Washington - District of Columbia

PROPOSAL SUBMISSION DEADLINE: February 26, 2021

Questions may be submitted in written form to:

Contact Name: Krystal Ramseur
Contact Address: 633 Pennsylvania Ave NW
Washington, District Of Columbia 20003
Telephone Number: 202.737.0120
Email Address: Kramseur@ncnw.org

INTRODUCTION
National Council of Negro Women invites and welcomes proposals for their Good Health WINs project. Based on your previous work experience, your firm has been selected to receive this RFP and is invited to submit a proposal. Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time specified above under the "PROPOSAL SUBMISSION DEADLINE."

PROJECT OBJECTIVE
The objective and ultimate goal for this project is to secure a project management partner that directs the overall operation of the project including overseeing the implementation of project activities and coordination with other partners. Progress and performance of the project manager will be monitored by the Executive Director through evaluation and completion of the work plan.

PROJECT SCOPE AND SPECIFICATIONS
We are searching for a partner to lead efforts in our Good Health WINs project. The project management partner will play a lead role to educate and activate our network on immunization issues, utilize data to inform our work in messaging, designing the community activation plans, and community engagement through educational events and vaccination opportunities.

Project Outcomes
By the end of the performance period, NCNW project team will achieve the following outcomes:
- Increased range of trusted community voices supporting vaccine education and delivery.
- Increased availability of community or population-specific messages.
- Increased number and diversity of vaccination opportunities.
- Increased number of partnerships or collaborative activities between providers and community organizations.

Project Activities
- Coordinate sub-awarded local branches, sections, or affiliates: Coordinate and advise on vaccination activities with local entities;
• Deploy educational campaign: Develop and implement a vaccination educational campaign targeting adults in racial or ethnic populations experiencing disparities as part of the applicant's other communications strategies; and
• Enhance the resource and evidence base: Collaborate with the Learning Hub, Data Hub, and Media Center to review, modify, and improve resources that can be more broadly shared, as appropriate.

PROPOSAL BIDDING REQUIREMENTS

PROJECT PROPOSAL EXPECTATIONS
National Council of Negro Women shall award the contract to the proposal that best accommodates the various project requirements. National Council of Negro Women reserves the right to: (i) award any contract prior to the proposal deadline or prior to the receipt of all proposals, (ii) award the contract to more than one Bidder, and (iii) refuse any proposal or contract.

PROPOSAL SELECTION CRITERIA
Only those proposals received by the stated deadline will be considered. All proposals, submitted by the deadline, will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections. Furthermore, the following criteria will be given considerable weight in the proposal selection process:

2. Bidder's performance history and alleged ability to timely deliver proposed services.
3. Bidder's ability to provide and deliver qualified personnel having the knowledge and skills required to effectively and efficiently execute proposed services.
4. Overall cost effectiveness of the proposal.

National Council of Negro Women reserves the right to cancel, suspend, and/or discontinue any proposal at any time, without obligation or notice to the proposing bidder.

PROPOSAL SUBMISSION FORMAT
The following is a list of information that the Bidder should include in their proposal submission:

Summary of Bidder Background
1. Bidder's Name(s)
2. Bidder's Address
3. Bidder's Contact Information (and preferred method of communication)
4. Legal Formation of Bidder (e.g. sole proprietor, partnership, corporation)
5. Date Bidder's Company was Formed
6. Description of Bidder's team in terms of size, range and types of services offered and clientele.
7. Bidder's Federal Employee Identification Number (FEIN)
8. Evidence of established track record for providing services and/or deliverables that are the subject of this proposal.
9. Organization chart showing key personnel that would provide services to National Council of Negro Women

**Proposed Outcome**
- Summary of timeline and work to be completed.

**Equipment or Service**
- List any and all equipment or services required for this proposed project and the number of each.
- Detailed estimated cost for each piece of equipment or service.
- List any or equipment or services required of a subcontractor, along with a brief explanation.
- List any accommodation, services, or space required from National Council of Negro Women, along with a brief explanation.

**Cost Proposal Summary and Breakdown**
- A detailed list of any and all expected costs or expenses related to the proposed project.
- Summary and explanation of any other contributing expenses to the total cost.
- Brief summary of the total cost of the proposal.

**References**
- Provide 2 references

By submitting a proposal, Bidder agrees that National Council of Negro Women may contact all submitted references to obtain any and all information regarding Bidder's performance.