

Attachment B
Questions and Answers Template
RFI 26-84333

Please submit your questions in the blue shaded areas by the date and time established in the RFI.

#	DOC NAME (RFI or Attachment)	PAGE # AND/OR SECTION #	RESPONDENTS QUESTION	STATE'S RESPONSE
	RFI 26-84333	PG. #3; BACKGROUND	What exactly is encompassed by "occupational licenses" and "occupational regulations" for each public agency's jurisdiction?	These terms are defined in Indiana Code sections 25-1-16.5-1 and 2.
		PG.3	How are "public agency" boundaries defined, and are there expectations for uniform application across agencies?	Defined in IC 25-1-16.5-4.
		PG.3	What additional effects beyond the listed categories might be considered and who determines this? For instance, worker opportunities and consumer costs will be impacted by that profession's education requirements, set by states or professional agency.	Respectfully, the question is not understood. A profession's educational requirements are a cause and the impact on worker opportunities and consumer costs are the effects to be considered. Please confine your review and analysis to the effects listed by the Indiana General Assembly in Indiana Code section 25-1-16.5-8(a)(3)(A)-(E), set forth in the RFI.
		PG.3	What preferred methodologies or analytical frameworks are recommended for measuring impacts on worker opportunities and consumer costs?	This is left to the discretion of the responding party. Feel free to explain your choice within the prescribed length of the response.
		PG.3	What quantitative and qualitative data sources will be available or required to evaluate governmental costs and market competition? Are there existing data collections or even databases that can be shared/utlized with the consultant?	The consultant must use publicly-available data or reliable data to which it otherwise has access.
		PG.3	For comparing Indiana's occupational regulations with those of other states, is there an established benchmark or framework? (Trying to establish analytical rigor)	No.
		PG.3	Which internal and external stakeholders (labor representatives, industry experts, consumer groups, education institutions) will be engaged during the review process? (Establishing tone of analysis and enhancing legitimacy/quality of the completed report presented).	Internal stakeholders will be drawn from senior-level management and attorneys of the Governor's Office, Office of Management and Budget, Professional Licensing Agency, and other covered agencies.
		PG.3	Is there an expected format and/or depth for progress reporting? What mechanism exist for monitoring progress?	As noted under "Costs/Terms," the response should include proposed phases. Progress will be monitored by phase.
		PG.3	If unforeseen challenges arise during the review, is there flexibility to adjust timelines while still meeting fixed legislative requirements? Estimate timelines are being presented...	The first legislative requirement is July 1, 2026. Because it may take some agencies, particularly the Professional Licensing Agency which regulates over 200 professions, considerable time to take the consultant's report and complete the agency's report, responses should contemplate that the final work product will be submitted around the start of 2026.
		PG.3	Will/What performance metrics of key performance indicators will be used to demonstrate improvements in governmental cost-effectiveness? If "loosly-ranged" data is collected on government costs, is this acceptable for the finalized report?	As noted in the RFI, the primary indicator we seek is quantifiable cost. Where not quantifiable, readily understood comparisons may be made. For example, for a midwife the requirement that the person observe 20 live births is less onerous than a requirement to observe 40 live births.
		PG.3	Have similar reviews been conducted in the past, and if so, is that report/information available for review by the consultant? (Avoiding repeating prior mistakes or gaps in data collection/analysis).	No, Indiana has not conducted such a review in the past.
		PG.3	What quantitative metrics of KPIs OMB consider critical when assessing regulatory cost burdens?	Indiana has not conducted such a review in the past.
		PG.3	How are similar data points defined or standardized across these jurisdictions to enable meaningful comparisons?	Indiana has not conducted such a review in the past.
		PG.3	How will differences in the economic contexts of each jurisdiction be factored into the analysis?	Cost-of-living adjustments may be made when comparing the costs or burdens imposed by regulations of different jurisdictions.
		PG.3	What potential risks have been identified for such wide-ranging reviews and what risk mitigation strategies are anticipated?	State law requires that this review be completed. The State will mitigate potential risk by selecting a reputable consultant to complete the work in accordance with all applicable laws. Should the State choose to share any of the data gathered or work product produced by the consultant in conducting this review, the State would further mitigate risk by entering into contracts ensuring that use of such data or work product conformed to all applicable legal requirements.
		pg. 3; SCOPE OF WORK	Which methodologies or frameworks are recommended (or have been used previously) to assess impacts on worker opportunities, consumer choices, unemployment, market competition, and governmental costs?	This is left to the discretion of the responding party. Feel free to explain your choice within the prescribed length of the response.
		pg. #4; SCOPE OF WORK	Are there established benchmarks for quantitative and qualitative analysis that the division expects to be incorporated into the reports?	There are no established quantitative analysis benchmarks identified. With regard to qualitative analysis, the State expects that the work completed would meet the standards of a peer-reviewed academic article.
		PG. 4	Is there a preferred structure or template for the final reports, or will flixble formats be acceptable provided thaty cover the analysis comprehensively?	OMB will work with the successful bidder to establish a format for the report.

		PG. 4	What internal or external data sources should be leveraged to ensure robust, reliable evaluations for each profession?	The official regulations of each of the identified states should be used. Costs and/or burdens should be based on publicly-available data or other reliable data sources to which you have access.
		PG. 4	Do any state-provided guidelines or historical reports exist that could serve as a reference point?	Not in Indiana. The consultant may research and use or reference such materials from other states, as applicable.
		PG. 4	What is the expected depth in comparing burdens imposed by degree, background check, and training hour requirements across Indiana and other states?	It is expected that all relevant burdens and/or costs will be considered and discussed. For more specific information, please visit in.gov/sba > financial management circulars > administrative rulemaking and review > fmc 5.2.
		PG. 5; COST/TERMS	Are there specific perimeters or "cost" factors (such as administrative expense, time, or opportunity costs) prioritized for this comparison?	All relevant costs should be considered. For more specific information, please visit in.gov/sba > financial management circulars > administrative rulemaking and review > fmc 5.2.
		PG.5; CLARIFICATIONS AND	How will the iterative review process be structured with the review committee, and are there milestones for draft submissions?	Per the RFI, your response should include proposed phases/milestones at the end of which you can anticipate reviews.
		PG.5; CLARIFICATIONS AND	What mechanisms will be in place to integrate feedback and ensure that both quantitative analyses and narrative findings meet the oversight standards?	There will be regular meeting with state stakeholders to review and refine the results and report.
	Attachment A	Page 1, Question # 1 (The Solution)	The answer box for Question # 1 "The Solution" has the entry "N/A." Can the State please confirm that respondents should not respond to this question.	Attachment A is a general template used for all State RFI responses. Because that space in the template form doesn't allow for an answer of up to ten pages, it was marked as N/A. Per the RFI, responses should be no more than 10 pages.
	RFI	Page 3, Background and Objective of the RFI	The RFI states that "OMB is requesting information for analysis and report on professional licensing regulations in certain states, to include a proposal with approach, phases, scope and fees, project team resumes, reporting, and firm or estimated timetables." Do the resumes and any sample reports count in the ten (10) page limit? Also, how should we submit the resumes/reports? Does the State prefer they are submitted as separate attachments or should the resumes and reports be attached at the end of Attachment A?	No, the resumes do not count towards the 10 pages. The State prefers that any resumes or sample reports be submitted as a separate attachment(s).
	General	General	Is it permissible to include a cover sheet with completed Attachment A?	Yes this is permissible.
	Attachment A	Page # 1, Question # 6 (Training and Certification)	The question asks us to discuss "Training provided to use the system and certification(s) available to meet industry requirements." Can the State please provide specifics on the type of training the vendor is expected to provide? Training is not mentioned in the RFI or SOW.	The Attachment A is a template for all State RFIs. Should the response area not apply to this RFI, please mark it as N/A.
	RFI	Page 4	Given that questions are not due until 5/28 and the proposal is due 6/2, will IDOA consider extending the deadline for proposal submission to allow time to respond to questions?	No. Unfortunately internal deadlines do not permit an extension. Answers will be posted on 5/29 as stated.
	Attachment A	Training and Certification	Bidders are asked to provide information on "Training provided to use the system and certification(s) available to meet industry requirements." Is IDOA looking for an analyzable database in addition to a report of the findings? To how many people is training to be provided and how often?	The Attachment A is a template for all RFI's. Should the response area not apply to this RFI, please mark it as N/A.
	Attachment A	Costs	Bidders are to provide "Estimated costs to create environment as described in this RFI, which lists the one-time and recurring costs for the proposed solution. Describe change management methodology and software upgrades." Given that the RFI asks for a report of the findings, can IDOA please clarify what is meant by "environment" and "software upgrades" so that bidders can propose and accurately price a solution.	The Attachment A is a template for all RFI's. Should the response area not apply to this RFI, please mark it as N/A.
	RFI for OMB Professional Licensing	Page 3, Background and Objective of the RFI	Will the State provide templates or data formats for the reports required for each profession?	OMB will work with the successful bidder to establish a format for the report.
	RFI for OMB Professional Licensing Analysis.pdf	Page 4, Scope of Work #2	Are respondents expected to quantify costs and burdens using publicly available data only, or will the State provide access to internal data sources?	Use publicly-available data only or other reliable data to which you may have access. Indiana will not provide access to internal data sources.
	Attachment A		Could the State confirm whether the 10-page limit includes resumes, cost breakdowns, and project schedules?	The 10 page limit does include cost breakdowns and project schedules. It does not include resumes.
	Exhibit A PLA List.pdf		Some licenses may overlap across agencies—should these be analyzed separately for each agency or as a consolidated category?	Licenses should be considered by occupation.
	RFI for OMB Professional Licensing	Page 4, Scope of Work #3	Does the State expect visualizations (e.g., charts, dashboards) in the final report, or just narrative format?	The State expects some visualizations in the final report.
	RFI for OMB Professional Licensing Analysis.pdf	Page 4, "Cost/Terms"	Are vendors expected to include pricing for every listed profession in Exhibits A and B, or can pricing be grouped or tiered by profession type or agency?	As stated under "Costs/Terms," pricing should be by proposed phase, not by profession.
	RFI for OMB Professional Licensing Analysis.pdf	Page 4, "Cost/Terms"	Will the selected vendor have access to State-collected data such as licensing volume, fee amounts, or number of active professionals for each listed profession?	Use publicly-available data only or other reliable data to which you may have access. Indiana will not provide access to internal data sources.

	Exhibit A PLA List		For professions listed in Exhibit A without standard naming conventions (e.g., "Acupuncture Committee", "Barber Examiners"), should we assume the analysis is on the occupation (e.g., acupuncturist, barber), and not the board itself?	In Exhibit A, the occupations are listed in the second column, title "License".
	Exhibit B Professional Licensing Regulatory List		Several licensing titles appear to be internal State classifications or groupings (e.g., "Track Employee," "CCI Caseworker"). Could the State provide definitions or licensing authority references for ambiguous or less-known roles?	The licensing authority references may be found by agency name at https://iar.iga.in.gov/code/2026
	Exhibit B Professional Licensing Regulatory List		Are vendors expected to analyze every item listed under each agency individually, or can similar roles within an agency be grouped for analysis and reporting?	For present purposes, please plan to analyze every item individually. Ultimately, you may be allowed to group some, but "similarly" is too vague a term on which to base cost estimates fairly among bidders.
	Analysis of Indiana Professional Licensing 26-84333	page 3, scope of work	Will we have access to data on financial reports from licensing boards and also for associated government departments? This will help us assess the cost to government.	No. The costs of interest are to the person pursuing the occupation, not the government.
	Analysis of Indiana Professional Licensing 26-84333	page 3, scope of work	Will we have access to administrative data on the number of licensees for each licensing board? Also denials rates, pass rates on exams, discipline for licensees? This will help us estimate the impact to consumers and opportunities for workers.	No. You will not have access to internal state data. Plan to rely on publicly-available data or other reliable data to which you may have access.
	Analysis of Indiana Professional Licensing	page 3, scope of work	Can you confirm the number of unique occupations in Exhibits A and B? We count 328.	All of the occupations listed on Exhibits A and B should be included and considered in the review.
	Analysis of Indiana Professional Licensing 26-84333	page 3, scope of work	Will we have access to any other administrative data e.g., tax records of licensees, compensation data for licensing board members, business addresses of licensees. These data will help us determine impact of licensing on market competition, consumer costs, opportunities for workers, and governmental costs.	No. You will not have access to internal state data. Plan to rely on publicly-available data or other reliable data to which you may have access.
	Analysis of Indiana Professional Licensing 26-84333	page 3, scope of work	We will be able to use any of the findings/results or administrative data (properly anonymized) from these analyses in other research products such as academic journal articles or policy reports?	No.

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