

Questions and Responses on 2027 Contract Analysts RFPs

August 28, 2026

Question: Are you looking for a single individual to fill this role, or would you be open to a firm that may draw from several qualified individuals from within the organization?

Response: The RTF has typically found that given the depth of knowledge and understanding of the RTF process, Guidelines, and regional data, that single individuals serving as contract analysts improve consistency, quality of work, and minimize administrative costs (all analysts and their workload assignments are directly managed by the RTF manager). That said given that the public and transparent nature of the RTF work and the widespread use of RTF workbooks, we understand that multiple individuals can have the depth of knowledge and understanding of the RTF work needed to successfully support its annual goals. Therefore, we are open to proposals from firms that may draw from several qualified individuals, but these proposals should speak to the following:

- How each individual meets the needs and skills required,
- Proposed process for how the RTF manager would draw on individuals throughout the course of the contract ensuring availability of necessary skillsets and meeting RTF timelines, and
- How the firm will ensure both minimization of administrative costs while making sure that each individual has the understanding of the RTF work to provide continued quality and consistency of work.