

ADDENDUM 1

RFP 15190 – WVEPSCoR RII External Evaluation Services

Questions and Answers

1. Section 4.6 notes that Appendix 2 will be a binding part of the contract that will result from this RFP. Since Appendix 2 has been redacted, will this language be changed? If not, will HEPC re-release Appendix 2 so that prospective vendors may make a full consideration of this opportunity prior to bidding?

Appendix 2 has been removed from the RFP and a new copy of the RFP with the corrections is posted on the website.

2. In the absence of the information present in Appendix 2, can HEPC provide additional detail about the major activities to be undertaken by the participating institutions of higher education as part of the EPSCoR grant, including an approximate timeline for their completion?

The timeline for completion is 5 years. Specific task timelines will be developed in the strategic planning that will be completed after official notification of the grant.

3. Was a logic model submitted with HEPC's original submission to NSF? If so, can HEPC please provide this information?

The logic model originally included has been removed. It was considered a proprietary product and therefore should not have been included.

4. Is West Virginia State University new to the EPSCoR grant or was this institution involved in any of West Virginia's previous EPSCoR grants?

WVSU was a participant in the current RII grant.

5. Can HEPC describe some of the potential data sources that may be made available to the external evaluator from the participating institutions of higher education to measure outcomes such as the number of research publications, staff diversity, etc.?

Research publications, grants, demographics and other data are collected for the annual reports on the RII.

6. There appears to be some mislabeling of various Exhibits throughout the RFP. For example, in Section 4.6, the state's Agreement Addendum is referred to as Exhibit A. However, Exhibit A as included on the procurement website is titled: "Instructions to Bidders." There is similar confusion with additional Exhibits throughout the RFP. Could HEPC please clarify exactly which of the included Exhibits must be submitted with the proposal?

The References to the RFP Exhibits have been corrected. A new copy of the RFP is posted on the website. None of the Exhibits are required at the time of proposal submission.

7. Section 4.4 indicates the proposal response should be limited to 15 pages. Could HEPC please clarify which specific sections of the proposal will be counted toward the 15 page maximum? Specifically, are the "Conflicts" and "Fee and Expense Proposal" sections included?

The 15 page limitation includes the body of the proposal. It does not include any Exhibits or Attachments.

8. What is the expected contract type for this effort (FFP, T&M)?

This contract will be awarded as a Fixed Fee contract.

9. May bidders add applicable General and Administrative expense to travel and other direct costs?

No.