

INSTITUTE FOR ADVANCED LEARNING AND RESEARCH
RESEARH SERVICES FOR CHARTING A MORE PROSPEROUS FUTURE FOR
AMERICA’S MICROPOLITAN REGIONS

REQUEST FOR PROPOSALS

ADDENDUM NO. 2

Original Issue Date: March 27, 2019
Addendum Issue Date: April 11, 2019
Title: Charting a More Prosperous Future for America’s Micropolitan
Regions
Project Code: #2019-550
Issuer: Institute for Advanced Learning and Research (“IALR”)
150 Slayton Avenue
Danville, VA 24540

A. IALR issued Addendum No. 1 on March 29, 2019 regarding the RFP titled, “Research Services for Charting a More Prosperous Future for America’s Micropolitan Regions”. Responses to questions submitted in writing and electronically to Dr. Julie Brown by the published deadline are as follows:

1. What is the budget or budget range for this project?

The budget is less than \$150,000 and is inclusive of all four posed research questions.

2. What is the anticipated level of effort for answering all four research questions, or any individually, as there appears to be a wide range of possible data collection strategies?

The level of effort will depend on the Offeror’s Technical Solution in responding to the questions. Level of effort may also be dependent on Offeror’s related experience in conducting research services with similar technical solutions.

3. Is it acceptable to propose a single data collection technique to answer multiple questions and apportion the cost of that technique evenly across those questions? Or would it be better for the budget to show the full cost of that data collection strategy within a single task?

The Offerer may apportion costs appropriate to (a) the number of research questions the Offeror intends to address and (b) ability to leverage costs of the proposed Technical Solution that is

appropriate for more than one research question. As stated in Section VI, B 6. Cost Proposal, the Offeror should propose a fixed price cost per research question.

4. How much of the research is expected to rely on analysis of existing data (public or proprietary) on micropolitan areas as opposed to collecting original and unique data specific to this project?

Use of existing data will depend on the Offeror's Technical Solution in responding to the research question(s). It is anticipated that, in responding to the question(s), there will be original data from key informant interviews; however, the Partners understand that original data will be limited due to budget and timeline constraints.

5. Is a case study a required part of the research, and do you look for a comparative study of Danville and a comparable community?

Development of a case study and/or comparative study will depend on the Offeror's proposed Technical Solution. Per Section VI, B 6. Cost Proposal, it is anticipated that the Technical Solution will include site visits and subsequent analysis.

6. How should the six communities for site visits be chosen? Are those chosen by the Partners or by the consultant?

The Partners and selected Contractor, after agreement on site criteria, will mutually agree on the up-to-six communities selected for site visits. It is permissible for the Offer to include potential site visit locations as part of the proposal.

7. Is there any plan to for the public dissemination of results? Will the contractor be acknowledged as author of the final deliverables disseminated?

The results will be shared initially at the 2019 and 2020 Home of Future Thinking events. The Partners and Contractor will agree on additional public dissemination. The selected Contractor will be acknowledged as the author of the research and will be encouraged to include dissemination activities, and disseminate widely.

8. How will this research be used?

The research will add to the existing body of knowledge. The Partners intend to use the research in support of their respective areas of interest in assisting micropolitan communities. The research may inform future efforts. Partners hope that it will be used by those in the field who are interested in creating the community conditions that advance social and economic

opportunity and health equity in micropolitans (potential audiences: public health and community economic development practitioners, policy makers, philanthropy and researchers).

9. According to the RFP, the research will last until November 2020, but the preliminary report is due by November 2019. Do you expect all research (including site visits) be completed by November 2019?

The timeline for the proposed Technical Solution will be dependent on the number of research questions the Offeror intends to address, and does **not** require all research and site visits to be completed by November 2019. The selected Contractor will attend the November 2019 HOFT convening and share preliminary findings along with future plans. The 2019 convening is also an opportunity to receive input and feedback on future plans. The final report will be shared at the November 2020 HOFT convening. The final timeline, with associated project deliverables, will be mutually agreed upon by the Partners and Contractor.

10. What are the key experiences for the consultant you are looking? Is previous working experience with one or more of the Partners required?

It is not required that the Contractor have previous experience in working with the Partners. Section VII, A. and B. outlines factors and experiences that are valued by the Partners.

No other changes are made to the RFP.

Signed copies of Addendum No. 2 are NOT required with proposal submission.