



January 9, 2019

**ADDENDUUM ACKNOWLEDGEMENT FORM
RFP 2018-2019-01 ADDENDUM #1**

Proposal No: RFP #2018-2019-01

Proposal Title: Grant Evaluator

Proposal Due Date: January 24, 2019 2:00 p.m. CST

Questions Due Date: January 16, 2019 4:30 p.m. CST

Proposal Opening: January 24, 2018 2:00 p.m. CST

PLEASE BE ADVISED THAT THE FOLLOWING CHANGES ARE APPLICABLE TO THE ORIGINAL SPECIFICATIONS OF THE ABOVE-REFERENCED ITB:

This addendum includes the following:

RESPONSE TO WITTEN QUESTIONS RECEIVED:

1. **Question:** Does the College want the Grant Evaluator Profile Form in Section 2 or Section 4 (Qualifications), or both?

Response: The Grant Evaluator Profile Form should be included as a part of the qualifications required in the response to Section 4.

2. **Question:** Since the pre-award phase will be a pro-bono contribution, are we able to talk about the pro-bono grant development in Section 6 (Cost Proposal) and then work with the College to identify the appropriate amount for the post-award evaluation based on the College's SIP grant application budget? Or do you want us to budget for the anticipated post-award SIP evaluation work in the Cost Proposal?

Response: Only post-award activities should be included in the budget as activities prior to grant proposal submission are undertaken on a pro-bono basis. The evaluation component of the overall budget must be appropriate to the evaluation activities projected and in line with DOE standards and past precedents.

3. **Question:** Will the cost proposal be binding? We typically budget according to the scope of work.

Response: The cost proposal is intended to be an accurate projection of the expected expenses for serving as the evaluator and should be based on the projected scope of work.

4. **Question:** Could we submit a budget and our assumptions, and state that we will be open to negotiation during the proposal development phase?

Response: The applicant could submit a projected budget and explain the assumptions on which the budget is based.

5. **Question:** Will the college be submitting applications for both Part A and Part F under the competition? Will the evaluator need to develop two separate evaluation plans?

Response: The College plans to submit proposals for both Part A and Part F. The evaluator selected will be asked to develop evaluation plans for both proposals.

6. **Question:** Does the College have an anticipated scope of work or level of effort for the project it will propose to USED? For the evaluation?

Response: The anticipated scope of work for the project will have a transformative impact on the institution. The evaluator will assist in measuring, assessing and reporting on the results.

7. **Question:** We are wondering when the Title III RFP will be released, when the team at Florida State will have their pieces of their proposal put together to review, and when the deadline is for submitting the Title III?

Response: Based on the March 8 deadline for submitting Title III eligibility documentation, we expect the Title III RFP to be released in March with a due date in April 2019. The NWF team has a proposal narrative under way. Once the RFP is released, the NWF team will be able to see how its proposal aligns with the requirements of the RFP. The NWF team expects to have a proposal draft soon after the RFP is released.

8. **Question:** How many copies of the proposals need to be submitted for members of the evaluation team?

Response: Proposers shall submit FOUR (4) proposals, one (1) original and three (3) copies of the proposals, complete with all supporting documentation in a sealed envelope/container marked as noted in the proposal. This quantity is required so that a full and complete copy of your proposal can be provided to each member of the evaluation team.

THIS ADDENDUM NOW BECOMES A PART OF THE ORIGINAL RFP.

THE ADDENDUM ACKNOWLEDGMENT FORM SHALL BE SIGNED BY AN AUTHORIZED COMPANY REPRESENTATIVE, DATED AND RETURNED WITH THE RESPONSE.

COMPANY NAME: _____

AUTHORIZED SIGNATURE: _____ DATE: _____