

January 26, 2016
Rhode Island Commerce Corporation

ADDENDUM NO. 001

Questions & Answers

Request for Proposals

Title: Professional services in support of the
“Innovation Center for Design and Manufacturing:
Defense Industry Diversification Initiative – Phase II”

Received on January 21, 2016: After reading the RFP, we have three immediate questions (I am sure we will have more):

1. Should the RFP include the cost of tuition for the participants and anticipated # of participants? Or another way to frame it, should we include a budget that shows the costs associated per participant for completion of the full certificate? It's hard to gauge as we don't have an idea on participant #'s. Or is the expectation that Manufacturers will pay for their employees to complete this certificate?

Response: These questions focus on Task #3, Development of curriculum for a design-manufacturing certificate of training. The proposed program elements devised to achieve the certificate or certificates of training, should include all costs associated with a person enrolling and successfully meeting and receiving a certificate of training by the proposed institution as deemed appropriate by the respondent.

2. Should the RFP include costs associated with developing and implementing a marketing campaign for this certificate?

Response: As with the response for question number 1 above, the respondent should consider and incorporate the necessary costs structure that best meets the objective of establishing, promoting and delivering proposed certificates of training with maximum outreach to manufacturers, makers and interested people, to enroll, complete and secure such a certificate of training.

3. Access to studio space at RISD is a challenge for Continuing Education. In order to fully implement this certificate we would need to secure ample studio space and some equipment. Nothing as large as the Innovation Center Lab, but there could be some cross over. Without being involved in the proposal for that space and understanding the layout etc, it's challenging to judge if what they will provide will be usable or accessible for us to use as teaching studio space. I certainly want to avoid duplicating space and equipment for a similar audience.

Response: The respondent should consider and incorporate its own or other resources, outside of those identified in Task number 1, in developing and successfully implementing a curriculum for a design-manufacturing certificate or certificates of training.

4. Received on January 22, 2016: Are you anticipating that a cohort of students will have completed training within the 18 month timeframe specified in the RFP (August 2017) or that training will have commenced within that timeframe?

Response: The successful respondent should have a program ready to address the enrollment levels for a design-manufacturing certificate or certificates of training prior to August 31, 2017.

Received on January 25, 2016: All questions relate to Task 2: Design Readiness Assessments

Task 2.1 Questions:

5. Who is responsible for the recruiting and screening of the 30 companies?

Response: Commerce RI will work with the selected vendor or vendors to recruit, and screen prospective companies using established criteria.

6. Is the recruiting time/costs outside of the \$15K? Or is it part of the 2.1 budget?

Response: Recruiting time and costs are part of the costs associated with a Level 1 assessment and shall not exceed \$15,000 per company.

7. What is the meant by the "Transition to the DRA framework to Polaris"?

Response: The preferred vendor or vendors must anticipate transitioning the Level 1 assessment process (framework) to Polaris MEP during the course of the program. This will not impact the vendor or vendors' proposal and responsibility in meeting its obligation for delivering these services through the period ending August 31, 2017.

Task 2.2 Questions:

8. Who determines which 20 companies receive a level 2.2 Service Packages?

Response: Commerce RI will work with the vendor or vendors to determine Level 2 participating companies.

9. Will there be a "review panel" or similar group formed to review the applications?

Response: See response to question number 8.

10. There appears to be a conflict between the objectives of 2.2 as written in the summary section and the section itself. Which definition takes priority? Is 2.2 about advancing a product to market, or implementing recommendations from a Level 1 DRA?

Response: A Level 2 Service Delivery Package does focus on implementing recommendations from a Level 1 assessment. And there may be instances where a recommendation does include bringing a product to market.

11. Can a company applying for the services designate their own service providers?

Response: No

12. Who determines which recommendations from a Level 1 DRA should be implemented?

Response: The Company shall review the Level 1 assessment report and ascertain which recommendations to implement. However, Commerce RI and the vendors or vendors generating the report could assist the company to define and prioritize the recommendations for the company.

13. It is assumed that members of the team who are responsible for evaluating and making recommendations in task 2.1 are also eligible for use as independent contractors to implement solutions funded by 2.2. Is this a correct assumption?

Response: A vendor or vendors performing Level 1 assessments could conceivably be associated with a vendor or vendors that performs a Level 2 Service Package Delivery.

14. If a client company wishes to undertake an implementation program with a cost greater than \$35,000 (or the amount granted in this section), is it correct to assume the company would be free to decide if they wish to move forward at their own additional cost?

Response: A Level 2 Service Package Delivery averages \$35,000 per company. Commerce RI reserves the right to modify the budget for a Level 2 recipient based on the overall program budget associated with this RFP.

15. Section 2.2 suggests an average of \$35,000 per client-company. Who determines the exact amount granted per company, and using what criteria?

Response: Commerce RI reserves the right to modify the budget for a Level 2 recipient based on the overall program budget associated with this RFP, and will work with the vendor or vendors in managing the \$35,000 costs associated with a Level 2 Service Package Delivery. Commerce RI will establish criteria working with the vendor or vendors prior to performing any Level 2 Service Package Delivery.

16. Is \$35,000 per company the maximum award under 2.2?

Response: See response to question 15.

Task 2.3 Questions:

17. Who is in charge of determining criteria and selecting companies to receive funding under 2.3?

Response: Commerce RI will establish criteria working with the vendor or vendors prior to assessing, identifying and selecting the Level 3 recipients.

18. Are members of the team responsible for selecting companies receiving an award under 2.3 eligible for use as independent contractors to implement solutions funded by 2.3?

Response: Yes

19. Is it correct to interpret that companies need to have gone through a Phase I or level 2.1 DRA to be eligible for 2.3?

Response: It is preferred that a Level 3 recipient company receive a Level 1 assessment from the Phase I grant, or a Level 1 Assessment defined in this RFP, but it is not mandatory. Commerce RI reserves the right to work with its vendor or vendors in assessing, identifying and selecting all three Level 3 recipient companies and reviewing all reports performed for Phase 1 and Level 1 recipients as defined in this RFP.