

**REQUEST FOR PROPOSALS
CONCORD UNIVERSITY
RFB#CU2303 GEAR UP EVALUATION AND
PROFESSIONAL DEVELOPMENT SERVICES**

ADDENDUM #1-NOVEMBER 3,2022

1. **Question:** Is there going to be a pre-bid meeting for applicants?

Answer: No.

2. **Question:** The RFB mentions an annual survey of students and families and also an ARQ survey. Would the evaluator implement the ARQ survey only? Or is evaluator to design and implement another survey as well?

Answer: The evaluator would implement ARQ and design and implement student and family surveys as well to obtain information about their perceptions and expectations regarding current experiences within GEAR UP, the students' future academic goals, and where they are on their path toward achieving their postsecondary goals.

3. **Question:** What is the expected period of performance? It seems like the initial award would be or four years, with three possible additional years. Should the budget reflect the four-year period of performance? Should it include options for subsequent years?

Answer: Include pricing for base of four years and annual renewals thereafter.

4. **Question:** The proposal should be limited to 50 pages – is that single-spaced or double-spaced?

Answer: Can be single spaced.

5. **Question:** Is this Concord's first GU grant?

Answer: This is Concord's first GEAR UP grant (we were subaward for HEPC's in the past)

6. **Question:** What is the due date for the proposal? Page 1 says November 28; Page 2 says Nov 14. Please clarify.

Answer: Proposals are due on 11/14. Please correct this on the RFB.

7. **Question:** May we include exhibits in an Appendix, and will that count towards the 50-page limit?

Answer: Per section 5.2 of the RFB, "Additional material may be presented as exhibits to the main proposal." Any material submitted as exhibits is not included in the 50-page limit.

8. **Question:** What is the expected start date?

Answer: Expected start date is 12/15/2022.

9. **Question:** Should the proposed budget be for the initial term (4 years) or for the full cycle (7 years)?

Answer: See previous answer to #3.

10. **Question:** Would our matching percentage influence the final score?

Answer: Concord would like match to be included in scoring because GEAR UP is 1:1 match. In our proposal and budget submitted to Dept. of Ed. the evaluator was to provide match.

11. **Question:** Are there \$ costs associated with participating in the CCREC? Who will be responsible for assuming this?

Answer: CCREC membership cost is not the evaluator's responsibility. We have it covered in our budget.

12. **Question:** Can the student surveys be deployed in an online format?

Answer: They can be, but we may need to be flexible based on school cultures/context.

13. **Question:** Will the “embedded research studies” referenced on page 25, bulleted paragraph, be conducted by the Concord University research staff/faculty?

Answer: No, they will be conducted by the evaluator.

14. **Question:** May we see Concord University’s GEAR UP proposal to ED?

Answer: No

15. **Question:** Can Concord University provide bidders with a not-to-exceed amount of a rough percentage of the overall GEAR UP award allocated for the evaluation?

Answer: The amount budgeted \$175,000.

16. **Question:** Which items should be checked from Exhibit B, Sections 6 and Section 7?

Answer: In section 6 License(s)/Certifications/Permits should be checked. In section 7 nothing should be checked.