

REQUEST FOR PROPOSALS		
WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION		
RFP#25034 STRATEGIC PLANNING SERVICES		
ADDENDUM #1 OCTOBER 7, 2024		
Question #	Question	WVHEPC Response
1	Could we attach resumes within an appendix to account for the 20-page limit?	Additional material may be presented as exhibits to the main proposal.
2	Do you expect stakeholder engagement to happen in person, virtually, or a combination? How many on site visits do you expect of the consultant?	Stakeholder engagements will be virtual.
3	Who are the key stakeholders that need to be involved, and what level of engagement is expected from each group?	University research leaders and economic development leaders in the state
4	Are there areas of the country that HEPC looks to as models?	Other NSF EPSCoR state plans are examples, but each state is unique
5	Do you expect the final planning documents to follow the format of the current plan or are you seeking a fresh approach?	We need PDF and Powerpoint formats for the final product
6	What is the total project budget?	There is a budget established for this project; however, we do not wish to publish the amount. Proposers should provide their Best Value price for providing the deliverables as specified in the RFP.
7	What was the project costs of the Vision 2015 Plan and the Vision 2025 Plan?	Not available.
8	Can you provide more context on the preferred level of stakeholder engagement required for this engagement?	Interviews with stakeholders
9	What is the expectation for in-person client meetings as well as engagement sessions?	There will not be any in-person client meetings.
10	Do you have a preferred budget range that you can provide to bidders so we are more responsive to your needs?	There is a budget established for this project; however, we do not wish to publish the amount. Proposers should provide their Best Value price for providing the deliverables as specified in the RFP.
11	Can you share the budget range that has been established for this project?	There is a budget established for this project; however, we do not wish to publish the amount. Proposers should provide their Best Value price for providing the deliverables as specified in the RFP.
12	Page 1 of the RFP lists October 16 as the submission deadline for the proposal, while Item 1.3 Schedule of Events on page 2 lists October 15. Could you kindly clarify the deadline?	The deadline for proposal submission is Wednesday October, 16, 2024 until 3:00 PM