

AMENDMENT S0002, Questions and Answers (Q & As)

59310523S0005 BPA Research & Analysis Services for the NEA (HBCU.LAA)

Q19.

1. Can a non-profit apply for this RFP?
2. We are an art research center that falls under the non-profit status of a University. It appears that the way this current solicitation is written would prevent us from applying due to not being a for profit business and also the University as a whole exceeding the Small Business Administration's NAICS code definitions for small business size. Am I correct in that we are ineligible to apply?

A19:

- 1. To be eligible the vendor, and in this case, the non-profit, must meet size requirements. Size standards define the maximum size that a business and its affiliates can qualify as a small business.**
- 2. Based on the information provided, the University would not be eligible to apply.**

Q20. Regarding the amended solicitation "BPA Day One Order Pricing Schedule – LAA Study" spreadsheet in row 10 it states, "Task 1 + Project Management" and has 275 hours estimated. However, the Attachment 2 LAA Study SOW, pages 4 and 5, Section 3.2-Timeline/Work Plan/Communication, it states the "...include participation in regular tele- or videoconferences with the COR (not to exceed once a month) and preparation of brief minutes documenting decisions made at these meetings. Ad-hoc communications by telephone and email will occur as needed throughout the project". Please clarify if the budget hours for the monthly meetings/communication are to be under Task 2 (as explained in the SOW) or Task 1 (as outlined in the LAA Pricing Schedule).

A20: Correct, communications, and general project management tasks have been included in Task 1 for the purposes of the estimated labor hours. Task 2 includes hours for the work plan/timeline development.

Q21. The government provided 20 estimated labor hours for Task 8 (see BPA Day One Order Pricing Schedule – HBCU Study). We wonder if this is an error; perhaps the estimate should be 200 hours? The final report includes case studies presented as vignettes, as well as updated analysis and finding from other data-collecting activities. In addition, this task includes data and written material for 3-5 infographics. The scope of work also states that the contractor should provide up to three rounds of feedback from the COR and other NEA staff, as well as at least one round of feedback from the TWG. Twenty hours will not be sufficient to complete task 8 requirements.

A21: Apologies this was a transcription error. Task 4 and 8 were switched. Please see adjusted price schedule attached. Task 4 should be 20, Task 8 should be 175.



BPA Day One Order
Pricing Schedule - H