April 30, 2019

ADDENDUM NO. 1

RFP 191909
CONSULTING SERVICES FOR ESTABLISHING
A CLINICAL TRIAL PROGRAM SITE

Questions and Answers:

1. Q. In Section IX (Pricing Schedule), there is an estimate of hours and an hourly rate. In Section II, subsection 3 (Term) of the RFP, the second paragraph states that the Consultant’s work assigned will continue in accordance with the terms of the Purchase Order until the work is completed, regardless of whether the Purchase Order is renewed, extended or expires. We plan to provide estimated hours and hourly rate for performing the scope of work, as requested. We plan to propose to be paid by the hour, because we would want ASU’s direction on further details to ensure that we meet ASU’s business needs in performing the work which could impact the number of hours. We believe that structuring the payment for work in this manner allows for more flexibility and will be more cost efficient for ASU as well. Is this acceptable, or is ASU seeking a flat fee bid?

   A. The University would like proposers to respond with a fixed fee showing the estimated total number of hours and a maximum limit of hours. Include all charges in the fixed fee.

2. Section V (Specifications/Scope of Work) includes “an environmental scan of Arizona” which will include “a needs assessment of community physicians”.

   a.Q. Does ASU want the proposal to include travel to different locations across the state to meet with physicians and clinical partners?

      A. Yes, and the University will have the option to limit travel.

   b.Q. If so, can we simply include “reasonable travel expenses to be reimbursed by ASU for travel requested and approved by ASU” in our pricing schedule response, or do we need to itemize and estimate the number of trips and anticipated expenses?

      A. Yes, you may include the statement. The University may also state a dollar amount which anything over, may need preapproved by the University.

   c.Q. If the latter, are Phoenix, Flagstaff and Tucson the main focus, or should we include travel to other locations as well?

      A. These cities are the main focus but primarily Phoenix, with limited travel as needed elsewhere.
3. Q. Section IV, subsection 10 references the use of SB (and SDB) suppliers as subcontractors. Is there a formal approval process to become designated as an SB company? If so, please provide details on how to become ASU SB approved.

A. The University does not have an SB approval process. If proposer is awarded the contract, proposer will complete an on-line supplier registration. Within the supplier registration, the proposer will provide their business class designation.

4. Q. Section II, subsection 1 mentions leveraging community partner facilities. Does ASU intend that all medical procedures and exams, lab tests, etc. for a study would be performed solely at a clinical partner facility, or does ASU envision that the clinical trial program would have its own physical location where study subjects would be seen for either enrollment, screening, or performing certain medical exams or procedures (e.g., blood draw, EKG)?

A. ASU will have physical locations for basic procedures as mentioned.

5. Q. Who does ASU anticipate will fund the retrospective studies? Who will be the sponsor and/or funder? That is, will it be funded through grants or by commercial industry?

A. All of the funders mentioned.

6. Q. Who does ASU anticipating will fund the pragmatic clinical trials? Who will be the sponsor and/or funder? That is, will it be funded through grants or by commercial industry?

A. All of the funders mentioned.

7. Q. Does ASU envision its role as CRO to include assisting clinical partners with seeking out and obtaining funding for the studies (e.g., writing grant applications, soliciting commercial sponsors)?

A. Yes.

Questions regarding this notice, please contact me at 480-965-3270 or karen.ashe@asu.edu. All postings for RFP 191906 can be found at http://www.asu.edu/purchasing/bids/index.html.

Thank you,

Karen S. Ashe

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Purchasing and Business Services

cc: RFP191909