



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

October 26, 2015

TO: ALL OFFERORS

FROM: AMY BONNER

SUBJECT: **ADDENDUM TO REQUEST FOR PROPOSAL
CONTRACT NO. OMB15101-DIV_STUDY
UNIVERSITY OF DELAWARE DIVERSITY STUDY**

ADDENDUM #1

The following is a list of vendor questions and the state's responses for the solicitation of Contract No. OMB15101-DIV_STUDY.

1. What are the goals for Minority Businesses in these RFP's?

The State of Delaware does not utilize preference percentages in the evaluation or award determination for nearly all procurement opportunities, including this solicitation. It is possible that for some solicitations where federal dollars are involved a participation goal may be required and if so it will be stated in the solicitation materials. Delaware is an open and equal state offering evaluation and award based upon the credentials, qualifications, and information provided in submitted proposals and responses rather than based upon the ownership of the companies bidding. Delaware does report on spend with the entire supplier diversity community inclusive of minority businesses, which can be viewed at: <http://gss.omb.delaware.gov/osd/newsroom.shtml>.

2. Why did Delaware decide not to have a mandatory pre-proposal meeting for the three Diversity RFP's?

A mandatory pre-bid may limit competition, and to ensure best value and maximum opportunity from the vendor community, OMB has not required a mandatory pre-bid.

3. Each of these three RFP's for Diversity have the same project numbers. What are the differences between the three? Can one go after all three (3)?

Each bid identified is for the same opportunity, but is advertised under separate UNSPSC codes. There are no differences between the bids. Vendors may submit one and only one bid for this advertised opportunity, and it is not necessary to identify the UNSPSC for which they are interested.

4. Is the consultant being asked to look at diversity within University of Delaware State contracts within this scope as to the level of Black, Minority and Women businesses?

No. The consultant is being asked to conduct a comprehensive review, and recommendations to improve, the University of Delaware's student, faculty and staff recruitment practices and its policies and practices for admitting diverse student candidates.

5. What is the budget for this project?

Bidders should provide a proposal that meets the requirements stated in the scope of work and provide financial terms accordingly.

6. Are we correct in understanding that the end date of the proposed project is May 1, 2016? Is this end date flexible?

The project must be completed by May 1, 2016. This date is not flexible.

7. Are we correct in understanding that the scope of work is to provide assessment and recommendations for improvement of recruitment of the University's staff, faculty, and students? Does this scope of work include any programming or training (i.e. Unconscious Bias sessions, focus groups, strategy meetings, etc.?)

Yes, the scope of work is to provide assessment and recommendations for improvement of recruitment of the University's staff, faculty, and students. Recommendations may include training or programming; however, it is not within the scope of work for the consultant to provide the recommended training or programming.