



DEPARTMENT OF HEALTH & HUMAN SERVICES

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Agency for Healthcare Research & Quality
Division of Contracts Management
Executive Office Center, Suite 502
2101 E. Jefferson St.
Rockville, MD 20852

REQUEST FOR PROPOSAL: AHRQ-02-0008 Amendment No. 2

RESOURCE CENTER FOR PRIMARY CARE PRACTICE-BASED RESEARCH NETWORKS (PBRNs)

DATED: April 16, 2002 is amended as set forth below:

Effective: May 7, 2002--The purpose of this amendment is to provide questions and answers on the solicitation:

1. **Question:** Objective #6 says that the Resource Center will “assist AHRQ in planning for periodic conferences that will involve representatives of all of the funded PBRNs.” What exactly does it mean by “assist in planning?” Does this mean actually working on the logistics, providing facilitation for the meeting (and small groups, etc.), or will AHRQ contract with a company to put on the meeting, and you want the Resource Center to work on what should be the topic of the meeting, who should speak, who should attend, meeting format, etc.? The former would take a substantial bite out of the budget, while the latter would take no additional funds other than that already supporting the Key Personnel in the Resource Center.

Response: You are directed to item #12 under Specific Requirements:

12. “Assist AHRQ staff in planning and implementing 2-3 annual meetings of representatives of the funded PBRNs. The purpose of these meetings is to provide . . . The contractor is expected only to provide support in developing the content of the meeting. Meeting costs, including travel and lodging for non-Federal participants, should not be included in the Resource Center Budget.”

2. **Question:** How many vendors do you expect to respond to this RFP?

- A. Is there an entrenched vendor?
- B. Have you worked with any of these vendors before?
- C.. Are you leaning toward any specific vendor?
- D. Would you be willing to share with us the list of vendors you expect to respond?
- E. How many vendors submitted questions to this RFP?
- F. Do you have a bias toward non-profit or educational based vendors?

Response: AHRQ has advertised this requirement under full and open competition, this is a new requirement, there is no incumbent. Selection of an offeror will be in accordance with the Federal Acquisition Regulations for full and open competition, each offeror will be treated fairly and impartially. Full and open competition means that any type of offeror (non-profit, educational, large business,) has a fair and equal chance of receiving a contract award. The number of companies submitting questions to this RFP and the

identity of those notifying us of their intent to respond is considered information that may affect an offeror's competitive advantage, so this will not be released.

3. **Question:** Has a specific budget been approved for this project?
A. If yes, what is the estimated dollar amount?
B. If no, have you come up with an estimated budget range?

Response: The cover letter stated the Government estimates that the total amount for this two year contract (including estimated cost and fees) will be \$1.0 million.

4. **Question:** Has a specific location been established for the Resource Center?
A. Would the chosen vendor be free to establish the Resource Center at their headquarters, or is there a requirement that the Center be located in a specific city or state?

Response: There are no limitations on the location of the Resource Center.

5. **Question:** Have you established evaluation criteria for the RFP responses?
A. What are the criteria?
B. How much emphasis is placed upon each criterion? (I.e., How many points?)

Response: You are directed to Section M, Evaluation factors for Award, of the solicitation which details the evaluation criteria and the associated weights.

The due date for receipt of proposals remains unchanged, June 11, 2002, 2 p.m. Eastern Standard Time, at the location set forth in the solicitation. All other terms and conditions remain the same.

Mary B. Haines, Contracting Officer