

Q14: Provided that an offeror is responsive to at least two of the five IDIQ domains, will PCORI make IDIQ awards on a domain-by-domain level? Is there any advantage/disadvantage between submitting as a broader team in order to address all five areas versus submitting a potentially smaller team that is more targeted to addressing 2-4 areas?

A: Yes, provided that an offeror is responsive to at least two of the five IDIQ domains, PCORI will make IDIQ awards on a domain-by-domain level.

Please refer to the answer to Q3 for information regarding the second part of this question. Ultimately, no, there is no advantage to submitting a broader team. In fact, it is better to compete where you know you have strength rather than submitting a poor response to a particular domain.

Q15: Would PCORI accept Contractor Performance Assessment Reporting System (CPARS) reports in lieu of the Appendix A: Past Performance Questionnaire to help reduce burden on government project officers who have already supplied similar information through this system?

A: For consistency, PCORI requires that the form found in Appendix A be completed and submitted. Appendix A may be completed by the Offeror if accompanied by an attached CPARS reports.

Q16: Can PCORI please confirm that Volume 1 comprises just a signed cover letter that reflects the set of information requested to be included as part of the cover letter? Is any other information called for outside of what is requested of the cover letter?

A: Yes, Volume 1 comprises just a signed cover letter that reflects the information requested.

Q17: Pages 22 & 23 of the RFP give instructions for IDIQ proposal, and page 12 describes how PCORI will include specific instructions on what to include in all TO proposals. Are there specific instructions for Task Order proposals to be submitted with the IDIQ proposal?

A: PCORI expects *separate* applications from offerors: one application in response to the IDIQ RFP and one application for each task order on which they are competing. Offerors may apply for more than one task order. Any task order application must be in a domain for which the offeror is competing under the IDIQ RFP.

- **Under the Vol 2. Technical Proposal instruction, should the Technical Approach section hew towards more of a general approach and capabilities statement relevant to the domains of interest for the IDIQ?**
 - A: Please refer to the answer to Q1 for information regarding this question.
- **Do the page limits reflect a per-task order or grand total limit?**
 - A: Page limits listed on page 23 of the RFP document reflect expectations for an IDIQ bid. Please refer to the answer to Q7 for information regarding Task Order page limits.
- **In the Volume 3: Price Proposal instructions, since there is no defined task activities for the IDIQ portion of the response, what information would PCORI like to see in a price proposal (e.g. labor rates for proposed overall staff, average labor category rates, ranges for labor category rates)**

- A: PCORI requests for the purposes of the IDIQ that Offerors will provide a reasonable and justified pricing band or range for each domain. Labor rates, indirect costs, *et cetera* are acceptable for justification. The goal of the IDIQ Price Proposal is to provide a good faith estimate of the range of project costs the Offeror can compete and complete successfully.

Q18: Do the page limits vary depending on the number of domains the offeror is including in a submission?

A: Page limits listed on page 23 of the RFP document reflect expectations for the most robust IDIQ bid PCORI expects to receive. If an offeror bids on fewer than five domains and wishes to submit the maximum number of pages, that is acceptable, but regardless of how many domains are being bid on, we expect offerors to not exceed the page limits provided.

Q19: While the subject matter for TO 1 and TO 2 differ, they are virtually identical in approach and they have the same timeline and schedule for deliverables. Does PCORI see efficiencies to having the same contractor perform the tasks concurrently? Would PCORI accept, and favorably consider, a single, combined proposal for TO 1 and TO 2?

A: PCORI would accept and could award TO1 and TO2 to the same Offeror. However, as the questioner notes, they are different orders. As such, PCORI expects separate proposals.

Q20: Both TO 1 and TO 2 will entail reviewing PCORI's 40, or more, funded projects. Can PCORI please define more specifically what is included in a "project" to be reviewed?

A: PCORI will make available necessary project materials to inform the review. These materials may be beyond what is readily available on PCORI's web site. PCORI anticipates that a project review will include a review of PICOTS (Populations, Interventions, Comparators, Outcomes, Timing, Settings) components of each award.

Q21: TO 1 and TO 2 require developing a working definition of the subject matter. Has PCORI defined "comprehensive care coordination programs" for funded projects that the contractor should use? Similarly, has PCORI defined "disease and case management programs?" Will PCORI share its taxonomy for chronic conditions?

A: PCORI's Engagement Department welcomes applications to help develop a definitions of "comprehensive care coordination programs" and "disease and case management programs." The overarching goal of these task orders is to assist patients and stakeholders in the understanding of PCORI's funded awards in these areas.

PCORI will share its taxonomy for chronic conditions.

Q22: In TO3, Task 3.1, page 37, the RFP indicates that some interviews should take place in person but that alternative proposed methods are welcome. Are there a specific number that are required to be conducted in person? Are there any specific methods recommended for remaining interviews?

A: Offerors are encouraged to propose the optimal design for the task. PCORI encourages innovation in offerors approach, so long as the approach accomplishes the stated goals for the task, and is methodologically sound.

Q23: Similarly, for Task 3.2, page 39, the RFP indicates that case studies can be conducted both virtually and in-person but in-person approaches must be justified. Is there a minimum number of case studies that should be conducted in-person?

A: Offerors are encouraged to propose the optimal design for the task. PCORI encourages innovation in offerors approach, so long as the approach accomplishes the stated goals for the task, and is methodologically sound.

Q24: Can level of effort estimates be made available for each of the task orders?

A: PCORI asks that offerors provide the expected level of effort that they and any additional staff members will commit to the project(s) in their Volume 3: Price Proposal. PCORI does not have specific expectations regarding the level of effort proposed by an offeror.

Q25: We note a specific call for stakeholder advisory board for TO 4 but not in other TOs. Is stakeholder engagement anticipated for these TOs as well or is it anticipated that stakeholder engagement, as it pertains to the other TOs, would occur through existing advisory panels within PCORI?

A: Stakeholder engagement is not expected to complete TO 1 or TO 2. Stakeholder engagement is expected to complete TO 3, as outlined in the Task (although different than stakeholder engagement expectations for TO 4). TO 4 is the only task, of those released concurrently with the IDIQ, with the expectation of a stakeholder advisory board being developed and leveraged.

Q26: For the key personnel listed as part of the IDIQ a request for resume is listed. Is this inclusive of CVs and the PCORI biosketch format? Is a standard format expected across all personnel listed?

A: Key personnel information should be submitted to PCORI via the biosketch template provided on PCORI's website. We require all staff biosketches to be combined into a single PDF document and submitted.

Q27: For past performance references it is our read that a total of 3 evaluations are requested selected from the projects listed in the section pertaining to past performance in the technical plan. Can you confirm this is correct and that additional past performance references are not required for the individual TOs.

A: Offerors must include at least 3, and at most 5 past performance review forms (see Appendix A) to be eligible for IDIQ inclusion. Additional past performance references are not required for the individual TOs.

- Offerors may not include past performance reviews from PCORI, or use PCORI staff as references on past performance, although prior work completed for PCORI should be included as a note in past experience where applicable.

Q28: For past performance references, must the full scope of work be complete or may a project be in process/active?

A: The full scope of work must be complete for past performance references.

Q29: Do we need to include in our response a proposal for all four Task Orders, or may we respond to less than all four? Do those TO responses need to fit within the Technical Proposal or are they separate and if so what is the page limit for each?

A: Please refer to the answer to Q2 for information regarding Task Order submission requirements.

Please refer to the answer to Q7 for guidelines on the technical proposal for the IDIQ and the Task Orders.

Q30: Would you be able to make available the Past Performance Questionnaire in an editable format to send to references?

A: Yes, the Past Performance Questionnaire is now available as a document associated with the RFP announcement on PCORI's website.

Q31: Is there a specific format or a template you want to see for the Price Proposal Volume?

A: There is no specific format or template for this submission.