Services in Support of Collection, Analysis, and Disposition of Public Comments

Task Order Request for Proposal #25 Questions

1. Can PCORI please confirm that all public comment periods will be completed and all public comments received by the projected start date, as suggested by the following statement: “PCORI shall make available to the Contractor any comments received on the matter prior to the Task Order Effective Date.”

PCORI does not anticipate all comments being collected by the projected start date. PCORI’s Board of Governors approved posting of the draft “Principles” document for comment for a 60-day period, which opened on September 15, 2020.

2. Does PCORI have information regarding the number, length, and complexity of the public comments?

How many comments, or from how many commentors, does PCORI anticipate receiving feedback?

Can PCORI provide an estimate of the volume of comments the Contractor would need to analyze?

PCORI does not have a numeric estimate or range for the volume/number of comments that may be received. PCORI anticipates this opportunity will be of interest to our stakeholders and that the volume may be significant.

PCORI anticipates receiving comments from the lay public and patients, payers/insurers, purchasers/employers, clinicians, health systems, and others. The complexity of comments received may be highly variable.

PCORI encourages offerors to review the public comment submission page at https://www.pcori.org/webform/proposed-principles-consideration-full-range-outcomes-data-2020

3. In what format will the public comments be delivered to the contractor? Will verbal comments require transcription services?

PCORI anticipates delivering public comments received via the PCORI web site as a .csv document. Any comments received in writing via other means shall be provided in Word or PDF format. Verbal comments, which PCORI anticipates receiving during town halls/virtual panels to be conducted on October 5 and October 6 may require transcription. PCORI will share comments, regardless of format, via a secure, online portal.
4. What is the length and start/end date of the public comment period?

The public comment period will last for 60 days. It opened on September 15, 2020 and will close on November 13, 2020.

5. Because the 60-day public comment period will be open from September 15 to November 13, 2020, will PCORI delay the start of the contract until after the close of the comment period?

PCORI sees an advantage in opening the engagement early to begin putting in place the necessary infrastructure and approach. Requests for a later start date may be offered but must be accompanied by clear reasoning and justification.

6. Regarding the period of performance (PoP), can PCORI confirm that although the substantive work and deliverables are largely scheduled for the first 16 weeks of the PoP, the total project timeline should reflect the five month PoP stated on page 9?

This is correct. PCORI includes the additional month on the PoP to provide a buffer should further direction be provided by the Board of Governors.

7. Are any of the public comments in languages other than English, as implied by the following statement: “Experience with and access to language translation services”?

PCORI might receive comments in languages other than English. While we do not anticipate a high volume, we ask offerors to demonstrate a capacity or access to translation services should any comments be submitted in a language other than English.

8. For the reconciliation statements, will these be included in a PCORI-published document, or is the contractor expected to handle the publication (e.g., copy editing, 508'ing) of these?

PCORI expects the contractor to provide publication-ready statements to PCORI. In other words, as a work-for-hire contract, PCORI will publish documents itself to the PCORI website under the PCORI brand. The expectation is that deliverables will require minimal revision prior to posting/publication.

9. Is the appendix of resumes outside of the page limits?

Yes, offerors may include resumes as an appendix to their proposals; such an appendix would not count toward proposal page limits.

10. If a bibliography of cited references is included for the Technical Approach, does this count against the page limits?

A bibliography included as an appendix to the Technical Approach would not count toward proposal page limits.

11. On page 13, the TORFP states “Prices will be proposed based on established catalog or commercial market prices. Offerors who are General Services Administration (GSA) Schedule holders are encouraged to offer pricing that is competitive with their currently awarded Schedule rates.” Since this is under the AOSEPP IDIQ, may the offeror use approved IDIQ rates instead of GSA rates?
The RFP states that “Offerors are expected to provide the overall base pricing that will support the labor categories in the overarching Task Order.” Can our organization base its pricing on the labor categories and rates already established in our AOSEPP IDIQ agreement?

Yes, offerors should propose their most competitive rates available and consistent with industry standards for nonprofits and existing Task Orders/other agreements with PCORI.

12. Does the page limit for the Pricing Proposal (four pages) include the volume cover, cover letter and/or budget narrative/assumptions?

The page limit does not include the cover page.