

# UNLV | PURCHASING & CONTRACTS

## ADDENDUM 1 TO REQUEST FOR PROPOSAL NO. 633-KO

### ASSESSMENT AND LEARNING PRODUCTS AND SERVICES

University of Nevada, Las Vegas  
Purchasing Department  
4505 Maryland Parkway  
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Date of Release: January 16, 2015

Date and Hour of RFP Opening: January 27, 2015 by 3:00pm PST

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#### **The following questions were raised and are answered below:**

1. Do you have a statement of your overall mission and objective for this initiative?

**Answer:** Nothing beyond what is stated in the RFP.

2. Will you please narrow the definition of “HCM” provided on page 15 of the RFP to clarify your specific interests? Specifically, what types of scales are you interested in measuring? For example, are you interested in measuring *culture* and/or *engagement* at the organizational level? Are you interested in measuring *personal styles* at the individual level?

**Answer:** We are interested in organizational surveys that assess employee attitudes and perceptions, culture, a variety of needs analyses, and others that reflect employee competencies, perceptions, values, beliefs, levels of engagement, and leadership. We are also interested in personal assessments related to competencies, styles, beliefs, values, and propensity to achieve certain outcomes. We are open to other surveys and assessments that further these goals, and which have been developed by and are owned by the Proposer.

3. In “Qualifications” on Page 16 of the RFP, you request training courses and materials. Is it acceptable for these courses and materials to be provided by sub-contractors?

**Answer:** A preferred Contractor would own these materials and courses directly; we do not want a primary contractor acting as an aggregator and/or re-seller for other instruments, tools, courses, or materials. As for those who present them, whether employed directly or not, they must be demonstrably affiliated with the firm and competent to perform, and we would prefer that they had a hand in creating the products they are using. UNLV reserves the right to review these instances on a case-by-case basis.

4. In “Qualifications” on Page 16 of the RFP, you request that the Contractor be located within a 90-minute direct flight radius to Las Vegas. We have consultants and trainers in our Emeryville, California office as well as consulting partners in Nevada. Is this acceptable, or do our PhDs also have to be within a 90-minute flight?

**Answer:** This is acceptable; however, our preference would be that the PhD/developer be within the 90-minute radius to be able to meet regularly and personally be fully engaged, onsite, in the delivery of the contract. Preferably, the Contractor would directly employ and utilize their own resources, and again, not act as an aggregator and/or re-seller of other sub-contractors for this program. We would, however, consider consultants, trainers and consulting partners who have worked extensively with the primary Contractor. Again, UNLV reserves the right to review these on a case-by case-basis.

5. Do you prefer to have our PhDs deliver the consulting/training? Or, it is acceptable to have our non-PhD consultants do so?

**Answer:** Our preference would be to have the Contractor's PhDs delivering the consulting and training directly; we are not certain what you are referring to as non-PhD consultants – if they are employed by the Contractor, and trained by the Contractor, that could be acceptable upon review of their qualifications. We would consider other sub-contracted trainers and consultants on a case-by-case basis upon review of their qualifications and extent of experience with the primary Contractor and its materials. UNLV reserves the right to review whether accreditation (or certification) as referenced in your question 8 would be acceptable qualifications on a case-by-case basis.

6. The RFP asks for three or more references. Is it required that the references be in the gaming and hospitality industry (including Native American Gaming enterprise)?

**Answer:** It is preferred that at least three references should be from hospitality, gaming or Native American Gaming. You may provide other references, in addition to these three, that you deem appropriate.

7. Page 17 of the RFP asks about “unrestricted use.” What does unrestricted use imply (and look like) from your perspective?

**Answer:** Unrestricted use relates to the number of times the instruments or courses may be used, sold or marketed by UNLV. Unrestricted also relates to UNLV's right to exclusive marketing of these tools and courses to gaming and hospitality markets; additionally we would seek to limit the successful Contractor from competing against UNLV in those markets. Unrestricted use by UNLV does not mean an ability to alter either the instruments or the courses without prior approval by the Contractor.

8. Our instruments require accreditation, and therefore, we have a few questions in this area:

- a. Are you interested in offering your clients surveys that require accreditation and training for purchase and use?
- b. Are you interested in having people at the university accredited in the use of our surveys?
- c. Would you be interested in collaborating with us in offering accreditation to your clients?

**Answer:**

- a. We prefer instruments that are simple and easily used, and understood without needing more training than could be provided by a simple instruction guide. We did not anticipate accrediting or certifying users, or the need to do so. If you choose to include some that would require this, please do so and explain in your proposal response

b. The PLS Center staff would seek to gain a degree of proficiency with these instruments and courses in collaboration with the Contractor. Again, we are hoping they are not that complicated.

c. This was not anticipated in the original and initial scope of this RFP. If you wish this to be considered, please include and explain in your proposal response. However, at this time we do not anticipate doing this.

9. Do you already have a preferred provider(s) for this partnership?

**Answer:** We do not have a preferred provider for this Contract.

10. Do you plan to contract with a single provider or will you consider using instruments from multiple providers?

**Answer:** Our preference would be to have a single provider that owns all of the instruments and courses and not have a Contractor who needs to purchase others and/or who acts as an aggregator or re-seller for others' services or products. We'd like to avoid any problems associated with mixing and matching potentially incompatible instruments. Again, if you are suggesting this, please explain. Per Section C, General Terms and Conditions, 3 b) UNLV reserves the right to award on a multi-year basis and, if in the best interest of UNLV, to award to multiple vendors.

**ALL OTHER TERMS, CONDITIONS AND SPECIFICATIONS OF THIS REQUEST FOR PROPOSAL REMAIN THE SAME.**