
ADDENDUM NUMBER 1

To the REQUEST FOR PROPOSALS

Issued by the:

Higher Education Strategic Planning Commission

Strategic Plan for Utah Higher Education

RFP No. HESP 2018-01

Addendum # 1

June 20, 2018

This Addendum modifies the Request for Proposals, RFP No. HESP 2018-01 (“RFP”), issued by the Higher Education Strategic Planning Commission on May 23, 2018.

The RFP is supplemented by the following additional information in response to the question submitted before the question submission deadline under Section V. 2 of the RFP:

Question: We note that there are a number of requirements, specifically #10, #11, #13 and #15, where the bounds of the project management iron triangle (aka triple constraint) cannot be determined or estimated because the scope is open-ended. The iron triangle is cost-time-scope:

If **scope** is not well defined it may result in excessively expensive deliverables or take an inordinate amount of time, or both.

If **time** cannot be estimated it may result in excessively expensive deliverables or the deliverable may be incomplete, or both.

If **cost** cannot be estimated it may result in incomplete deliverables or take an inordinate amount of time, or both.

The RFP is clear on the limitations of cost and time so the risks of open-ended requirements are those described above under scope. In other words, spending excessive time delivering #15 for example will result in other deliverables being incomplete because of the cost and time limitations specified.

Your refinement of scope for these somewhat open-ended requirements would be greatly appreciated.

Answer to Question: While some of the items listed in Section III of the RFP are by their nature less definitive than others, the COMMISSION has provided the specificity it believes is necessary to adequately describe the services the COMMISSION seeks from a CONSULTANT

and to enable a RESPONDER to understand what is sought and to formulate a proposal to provide CONSULTING SERVICES. The COMMISSION expects a RESPONDER to use its best judgment in interpreting the list of services under Section III and encourages each RESPONDER to consider the list in the context of the entire RFP and the statutory charge of the COMMISSION in preparing a proposal designed to provide the best value to the COMMISSION within the amount allocated.