

University of Maine System
Professional Consulting Services for Higher Education – RFP# 2016-70
ADDENDUM #01

QUESTIONS

1. Our understanding from review of the RFP is that some research has been conducted toward the goal of creating “consortium under one roof” for the University Law School, MBA program and Muskie Center. The intent of the consortium is to “expand capacity to confer graduate professional degrees, enhance competitiveness, and establish a unique program. Is it correct to assume that services under this RFP will be contracted separately on an as needed basis between a vendor and any of the three entities (University Law School, MBA program and Muskie Center)?

ANSWER:

Refer to RFP Section 1.2.6 Multi-Institutional “The University of Maine System, Office of Strategic Procurement reserves the right to authorize other University Institutions to use the Agreement(s) resulting from this document, if it is deemed to be beneficial for the University to do so.”

Refer to RFP Section 2.2 Award – “While the University prefers a single solution that is scalable to meet the needs of both large and small institutions, it reserves the right to award Agreement(s) to one or multiple Respondents, which may include awards to Respondents for a geographical area, if such award is in the best interest of the University.”

Refer to RFP Appendix E Contract for Services – “Multi-Institution Capabilities” University will have the option to include products and services under this Agreement to additional University institutions, this includes any additional University institutions formed during the term of this agreement, all facilities utilized by an institution including those managed and/or owned by a third party, and additional entities, such as, the University College a division of University of Maine at Augusta.

2. How much of the consulting work is likely to be on business/operations end of the project?

ANSWER:

Consulting work will depend on the need of the institution during the term of the agreement. As stated in Section 1.1.4 “Preference will be given to Respondents demonstrating a minimum experience of five (5) years providing these services for University of Maine Institutions and in particular the Maine Center for Graduate Professional Studies.”

3. How much of the consulting work is likely to be on the academic elements?

ANSWER:

Consulting work will depend on the need of the institution during the term of the agreement. As stated in Section 1.1.4 “Preference will be given to Respondents demonstrating a minimum experience of five (5) years providing these services for

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University of Maine Institutions and in particular the Maine Center for Graduate Professional Studies.”

4. Is the intent of the RFP to vet qualified vendors in order to then select amongst approved vendors to perform the specific services of business process review, organizational structure review, business plan development, presentations, etc.?

ANSWER:

Refer to RFP Section 2.2 Award – “While the University prefers a single solution that is scalable to meet the needs of both large and small institutions, it reserves the right to award Agreement(s) to one or multiple Respondents, which may include awards to Respondents for a geographical area, if such award is in the best interest of the University.”

5. What ERP system do you use for Financials and Human Resources?

ANSWER: PeopleSoft 9.1 HRIS and Financials

6. On what campuses now are the programs located that need to be consolidated? What campuses would this be delivered once consolidated?

ANSWER: This is professional consulting services work the RFP is requesting respondents provide hourly rates associated with performing identified work. Consulting work will depend on the need of the institution during the term of the agreement. As stated in Section 1.1.4 *“The awarded Respondent will provide the consulting services, including but not limited to, business process review, organizational structure review, business plan development, presentations, etc. Preference will be given to Respondents demonstrating a minimum experience of five (5) years providing these services for University of Maine Institutions and in particular the Maine Center for Graduate Professional Studies.”*

7. What are the current course requirements for each program? What are the initial thoughts on what programs to be consolidated?

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University of Maine System
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ADDENDUM #01

8. How does the Law, MBA, and other curricula interrelate? That is, why were these selected?

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9. Where is the one campus chosen to house all these graduate programs? Which one? (This may be part of the consulting recommendation and not already selected).

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10. What work has already be completed in this process--i.e., committee minutes, board minutes (approvals to proceed), accrediting correspondence?

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University of Maine System
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11. What functional area of the University has accountability for the results of this venture? Who would the consulting team report to or interrelate with--(this could be a Matrix of various departments).

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12. What are the target dates to have the new program(s) ready to launch?

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13. What research does the marketing team at the University have that justifies this consortium and do they have a viable market for the outcome of this venture? Who had reviewed and approved the marketing plan both creative and estimated first year cost? Has this funding been approved?

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University of Maine System
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ADDENDUM #01

14. What are the expectation for synchronous or asynchronous delivery of the new program? What are the expectations of how much of the program could/would be blended delivery?

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15. Has the staffing plan been identified--faculty, administrative, and positions approved to fund this venture.

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