

**REQUEST FOR PROPOSAL #2024-030**  
**Public Medical School Feasibility Study**  
**RESPONSE ADDENDUM #1**  
**April 24, 2024**

**QUESTIONS**

**Q1: Is there a budget you have in mind for the project? Additionally, is there a maximum amount you are able or willing to spend?**

**A1:** The University of Maine System secured \$75,000 from the Maine Legislature to fund the feasibility study. A limited amount of additional funding may be available from university and other sources if necessary to supplement that appropriation.

**Q2: What is the extent of stakeholder engagement you expect from the selected vendor??**

**A2:** The Maine Legislature and the University of Maine System expects the diverse statewide stakeholders listed in the legislation and within the RFP to be engaged in a meaningful, transparent way that best draws on their unique knowledge, relationships, and perspective to inform the feasibility of establishing a public medical school in the state. This could include, but would not be limited to, interviews, listening sessions, focus groups, information and data sharing, and review of relevant materials and the opportunity to provide feedback. This intentional engagement could happen in-person or virtually. UMS looks forward to reviewing vendors' proposals for engaging these and other important stakeholders.

**Q3: What factors and information did the Maine Legislature consider when determining the need to conduct this feasibility study in July of 2023?**

**A3:** Please refer to (Resolve 2023, Chapter 114). The Maine Legislature and proponents of the legislation enabling the feasibility study recognized the shortage of physicians in the state (especially in rural counties), the lack of an affordable allopathic medical school option in the state, the state's demographics including having the oldest population in the nation, the leadership and strength of the University of Maine System and the authority granted to the System in 1975 to operate a college of medicine and confer the degree of Doctor of Medicine, and the recent R1 designation of the University of Maine by the Carnegie Classification system.

**Q4: Could you please confirm the primary audiences for this feasibility study?**

**a. What factors are most important to these audiences?**

**A4:** The primary audience of this study is University of Maine System leaders including the Board of Trustees and the Chancellor, as well as policymakers including the Governor and relevant members of her cabinet and the Maine Legislature. Additionally, the feasibility study is expected to **be reviewed by other** stakeholders, including potential philanthropic partners and health care organizations. These primary audiences are most interested in understanding the projected need for physicians in the state, whether a public allopathic medical school would address that need or are there other factors beyond the scope of this study impacting the supply, and if so, what is the model necessary to start-up and sustain a public medical school within, or in partnership with, the University of Maine System.

**Q5: What body or individual will make the final decision to proceed with establishing a public medical school?**

**A5:** Because the State has already granted the University of Maine System the authority to operate a college of medicine, technically the Board of Trustees and the Chancellor would formally make the decision, but their doing so would be largely dependent on support from the Governor and Legislature and other funders necessary to realistically proceeding.

**Q6: Does UMS have an anticipated budget for this effort?**

**A6:** Refer to the answer in Q1.

**Q7: When does UMS hope to have this study completed? Are there other milestones that may be relevant?**

**A7:** Recommendation 6 months to prior to the leg deadline

**Q8: To what degree does UMS desire the 13 statewide stakeholders (listed on page 7) to be engaged in the feasibility study? Will the participation of any of these groups be particularly important?**

**A8:** Please refer to the answer in Q2.

**Q9: Has UMS/UMaine defined a project structure, such as a steering committee or other key stakeholder group to oversee/guide this feasibility study?**

**A9:** University of Maine System and University of Maine leaders are fully committed to supporting and actively engaging with the vendor ultimately selected to conduct the feasibility study and will work with that vendor to determine the appropriate structure to support the project. The System's Director of Government and Community Relations / Director of External Affairs and UMaine's Vice President for Finance and Chief Business Officer have been designated co-managers of the feasibility study project.

**Q10: Does UMS/UMaine intend for the statewide stakeholders listed to be included in the engagement via interviews and/or a steering committee?**

**A10:** Please refer to the answer in Q2.

**Q11: Does UMS/UMaine envision that this engagement, including key meetings and interviews, will be conducted virtually or in-person?**

**A11:** Please refer to the answer in Q2.

**Q12: Does UMS/UMaine have a desired timeline for project and/or completion deadlines that will need to be accommodated?**

**A12:** See above

**Q13: Appendix C, Exhibit 1 (Table 2): The sample table only includes two deliverables. Is it acceptable to expand this table to include additional deliverables in alignment with RFP Section 1.1.4 Scope of Work?**

**A13:** Please include the deliverables and related costs by deliverable, in what you need to accomplish your proposal.

**Q14: Appendix E: Should the references included in Appendix E be different from the three reference contacts requested in Appendix G?**

**A14:** Of the references provided in Appendix E please note the one that is specific to the plans you are submitting. They may be listed in both sections or you can use Appendix E to provide additional reference information.

**Q15: Appendix G: Regarding the implementation requirement questions – does this refer to execution of the feasibility study project? Or implementation of the feasibility study findings (e.g., implementation support to begin development of a new school of medicine)?**

**A15:** This is only related to the scope of services in the RFP, execution of the feasibility study project.