

**December 4, 2017**

**Rhode Island Commerce Corporation**

**ADDENDUM NO. 001**

**Questions & Answers**

**REQUEST FOR PROPOSALS  
RI Procurement Pilot Initiative**

The Rhode Island Commerce Corporation (“Commerce Corporation”) seeks to retain one or more vendors (“Contractor” or “Offeror”) to provide program management, infrastructure, and supplier development services in support of a network-based cohort of larger employers in Rhode Island with the goal to increase local procurement.

**Question #1: What is the commitment of the Anchor Institutions? Is there a multi-year commitment from the Anchors or is this a single year commitment?**

**Answer #1:** The anchors have committed to a PILOT program for one year with the anticipation that the commitment will extend to multiple years if the effort adds value to both the participating anchors and Rhode Island suppliers.

**Question #2: Can you provide any and all feasibility studies or presentations completed for RI Commerce on this initiative?**

**Answer #2:**

Please see the following documents attached:

- 1) Deck from Phase 1 of our project – analyzing the spend of the anchors, identifying high-potential categories, and laying out organizational models to pursue collaboratively  
(See Exhibit A)
- 2) Deck from Phase 2 of our project – with the pilot design and budget (See Exhibit B)

**Question #3: What is the total budget?**

**Answer #3:** As the RFP states, the budget for several of the main components, including staffing, is \$200,000. The anticipated budget for all components is roughly \$325,000 (as noted in the attached deck from Phase 2). Commerce is committing \$125,000 and has received a commitment from the Heron Foundation for \$75,000. We expect a local foundation to commit \$75,000 shortly and several of the anchors have committed \$5,000 apiece. Depending on the demand for certain activities, Commerce will work with the selected respondent to raise additional funds.

**Question #4: How will funds be allocated/used?**

**Answer #4:** Use the budget in the deck from Phase 2 as a guide. The Commerce Corporation reserves the right to adjust the budget based on responses to this RFP. There are no legal budgetary

limits for any of the proposed activities in the RFP's scope. Commerce and the selected respondents will negotiate a schedule to disburse funds.

**Question #5: Does this initiative favor large businesses?**

**Answer #5:** No. We hope and expect that the vast majority of the beneficiaries will be small Rhode Island suppliers, including diverse suppliers. We have already compiled a list of Rhode Island suppliers that already do business with one of the participating anchors or state government. We sampled 25 vendors on the list and found that 12 of them have fewer than 20 employees. Only 5 have more than 100 employees. And only 1 of the 5 has more than 200 employees.

**Question #6:** Will responding to this RFP negatively influence our organization's ability to apply to other Commerce programs?

**Answer #6:** No.

\*\*\*End of Addendum \*\*\*