**Configuring an LMS-Data Management Interface for**

**Peer Supported Online Courses Research**

**Request for Proposal (RFP) Questions & Answers (Q&A)**

**September 13, 2017**

**Note:**

The answers provided below are for informational purposes, to assist potential offerors in preparing proposals, and such answers do not themselves constitute an amendment to the Solicitation.  Where questions and answers necessitated such an amendment, such changes have been or will be incorporated into a formal amendment to the Solicitation.  To the extent that any answers provided below conflict in any way with the Solicitation and any Amendments, the final solicitation takes precedence.

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| **Q&A #** | **Reference** | **Question** | **Answer** |
| 1 | General | Is the Learning Log a required function? (AIMS only) | No. Refer to Appendix A - LMS REDCap Requirements. |
| 2 | PWS 5.4 | Should we assume the LMS will be Software as a Service (SaaS) and that the government will purchase the software license and software support from the vendor? | The LMS will be SaaS, the Offeror is expected to provide the software license and support for a period of 6 months to support the study for a maximum of 120 users. Section B.5 Price Schedule has included CLIN 0004AD for pricing. |
| 3 | PWS 5.4 | Does the government expect the contractor pay for to the software license and software support from the LMS vendor out of the firm fixed amount? Which CLIN would be the best to covers this? | Yes, see above answer. |
| 4 | PWS 5.4 | Is it possible to change CLIN 004AB from $30/each to $10/each and to change the quantity from 120 to 360? (The total will remain the same: NTE $3,600)The assumption is the participant will received a $10 gift card at (3) separate and unique time points. It is also assumed the participate may not complete all (3) milestones. If this is an inaccurate assumption e.g. the participate must complete all three assessments to receive any of the gift cards then feel free to disregard this request and update the following paragraph as needed: | The requested change is not desirable. Participants will be compensated via gift cards at the end of the entire study/after the three assessments. The gift card amount will be determined by how many of the assessments the participant has completed ($10 for one, $20 for two, $30 for three). |
| 5 | PWS 5.4 | Does NC-PTSC plan to perform the veteran recruiting? There are multiple sentences in the PWS that are ambiguous and seem contradictory.Example: "Community Veterans are to be recruited by NC-PTSD via social media marketing." | The Contractor is required to provide the social media marketing medium for a period of six months. NC-PTSD shall be responsible for all marketing content, managing of marketing, marketing campaigns, and Veteran recruiting via the provided social media medium. The Contractor shall not be responsible for any marketing campaigns or marketing media. The Contractor is not responsible for recruiting Veterans. NC-PTSD shall manage all marketing. |
| 6 | PWS 5.4 | Can we assume the Peer Support Specialist is not required until the 5th or 6th month into the contract? The first part of the contract is very technical in nature and the research study and support efforts do not start until the technology and courses are ready. | The Peer Support Specialist shall not be required until the LMS/REDCap integration is fully implemented, integrated, and tested in accordance with PWS 5.3. The Peer Support Specialist shall be required for the six month study. It is not necessary for PWS 5.5 to be completed for the study to begin. In other words, the study can be conducted with MF and AIMS running on desktop and laptop computers only. |
| 7 | PWS 5.4 | Can the Peer Support Specialist be a paid contractor employee (meeting all qualifications listed in the PWS and referenced documentation) or is the Peer Support Specialist required to be a volunteer? | The Veteran Peer Support Specialist is not required to be a volunteer. VA requires that persons involved in collection of research data that includes private information to have some employee status at VA. Since the Peer Support Specialist will be paid by the Vendor and not be VA, that person will have a status of Without Compensation (WOC) at VA. |