NEW YORK STATE OF OPPORTUNITY. | Office for People With Developmental Disabilities

Request for Information (RFI) #2023-002

Advisory Services for Institute for Basic Research

EVENT	DATE
Date RFI Issued	Tuesday, July 11, 2023
Due Date for Questions and Request for Clarifications	4:00 p.m., Friday, July 28, 2023
Issuance of Responses to Questions / Clarifications	Monday, August 7, 2023
Due Date for Submission of RFI Response	4:00 p.m., Thursday, August 31, 2023

Primary Contact	Secondary Contact
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1.0 INTRODUCTION

The Office for People With Developmental Disabilities (OPWDD) has a history of conducting groundbreaking and innovative studies through the Institute for Basic Research (IBR).

Through IBR's six research departments listed below, the priority areas of research are autism, down syndrome, early assessment and intervention, fragile X syndrome, neurodevelopmental disorders, inborn errors of metabolism, intellectual disabilities and aging, basic neuroscience – molecular biology, and neuroscience of early development. There are over 30 laboratories on a 40-acre campus in Staten Island, NY, where the Institute for Basic Research in Developmental Disabilities focuses on the causes of developmental disabilities and furthers the understanding of brain development and pathology. IBR's goals are to provide the means to diagnose, prevent, and treat developmental disabilities more effectively.

IBR Research Departments:

- Developmental Neurobiology
- Human Genetics
- Infant Development
- Molecular Biology
- Neurochemistry
- Psychology

The Institute provides extensive and specialized biomedical services as well as clinical and laboratory services to people with developmental disabilities and their families. The Institute also educates the public, researchers, and health and education professionals regarding the causes, diagnosis, prevention, and treatment of developmental disabilities. IBR's George A. Jervis Clinic offers specialized diagnostic and consultative services for children, adolescents, and adults with intellectual and/or developmental disabilities (I/DD).

OPWDD is seeking responses to this RFI to identify and collect information about available options from entities that can provide direction, information, and analysis as we seek to transform our research focus and clinical service delivery through innovation, clinical care, research, and education. These efforts shall be supported by state funding augmented by federal and other grant funding and an active development program. While OPWDD is open to all ideas and entities, we are particularly interested in those with a broad understanding of this type of research space and the ability to offer guidance that will best fit the criteria below and will position OPWDD to maximize opportunities and resources.

Funding has been allocated to support a vendor to advise OPWDD in this effort.

2.0 PURPOSE

OPWDD is seeking information about available options from potential Advisors to help us shape a path for the next phase of IBR that supports and furthers our Agency Strategic Plan.

OPWDD invites comments and suggestions on improving the infrastructure of a basic research facility and advice in developing partnerships to ensure access to state-of-the-art resources, attract high-level scientists and clinicians, and establish a successful grant and development program.

OPWDD would like to improve translational processes and workflows, identify available resources that can be maximized, identify efficiencies and opportunities to streamline functions, and create stronger alignment with OPWDD's strategic plan.

Our goals for this project include but are not limited to:

- Identifying what areas or lines of basic and/or translational research should be focused on, particularly in the realm of genetic I/DD-related research and enhancing our bench-to-bedside investigations.
- Increasing our understanding of what research areas are being funded currently through private, governmental, or international grant sources, and for what focus areas are most resources available?
- Learning about other untapped areas of research in the I/DD field on which OPWDD should be focused.
- Increasing our understanding of how best to utilize our current space; should work be done on-site versus outsourcing?
- What equipment is needed to support the research OPWDD intends to focus on? How does OPWDD best determine the pros and cons of investment in equipment versus establishment of outsourcing relationships?
- What tools can be utilized to recruit and attract industry leaders in cutting edge scientific and research areas?
- How should we best publish our research to maximize its dissemination and to amplify its impact on those we serve?
- How can we create **actionable workplans** with concrete steps to move forward, e.g., use of **Gantt charts** or other tools showing both antecedents, resource needs, and go / no go points to assist in the decision-making process?
- How can we pinpoint the areas in which we are lacking knowledge?

3.0 Qualified Entities

OPWDD is seeking information about available options from proven advisors with experience not only on the medical school / academic research side but also in the operational business or health care marketspace.

OPWDD also invites stakeholders throughout the I/DD scientific research, clinical practice, and medical institutions communities to comment. We are looking for insight into how a state-funded basic research facility and clinical practice can be redesigned and transformed to be more efficient in the accomplishment of basic research, and to be more successful both in obtaining grant and foundation funding and in attracting top-tier scientists and clinicians to join our team.

OPWDD is looking to identify experienced firms that can understand where we have been, quickly determine where we are currently, and help us plot a path to where we wish to be in 12, 24, 36, 72, and 120 months.

4.0 INQUIRIES

Questions and/or requests for clarification should be sent no later than **4:00 p.m., Friday, July 28, 2023** to contracts@opwdd.ny.gov, with the subject line “Questions for RFI #2023-002 Advisory Services for IBR from [insert name of firm]”.

5.0 INFORMATION REQUESTED

1. What areas of laboratory study are currently most common?
    - In Medical?
    - In Government?

2. What Grant funding have you accessed in the past?
    - Private?
    - Government?
    - International?
    - How could a facility like IBR establish a capital campaign and secure ongoing sources of funding?

3. Can you provide examples of other organizations that you have advised?
    - Private?
    - Governmental?
    - Academic?
    - University Centers of Excellence in Developmental Disabilities?

4. Can you provide sample documents of such advice or guidance?

5. Are animal specimens still cost-effective and efficient for projects you have undertaken in the past?

    - Are bioprinted or vat-grown cell structures a viable alternative? Pros / Cons
    - Is software- or- AI generated response a viable alternative? Pros / Cons
    - What other alternatives are available? Pros/Cons

6.0 SUBMISSION OF RESPONSE

A point of contact for each respondent should be provided, including name, address, email, and phone number. Responses including the information requested in Section 5.0 are to be submitted using Attachment A - Response.

Responses must be emailed and are due no later than **4:00 p.m., Thursday, August 31, 2023**.

Emailed responses should be sent to contracts@opwdd.ny.gov with the subject line **"Response for RFI #2023-002, Advisory Services for IBR"** from [insert name of firm]".

Responders to this RFI will not be precluded from responding to a future solicitation. This is not a bid; please do not request bid documents.

7.0 RFI RESPONSE CLARIFICATIONS

OPWDD may seek additional information (clarifying or otherwise) regarding any of the respondents' services following the receipt of the RFI responses.

OPWDD reserves the right to meet with selected respondents to further explore ideas and concepts and to receive further detail on suggestions. These discussions will not be used to build specifications and will not disqualify bidders from participating in future procurements. Such meetings will be requested by OPWDD only after a review of the RFI responses has taken place.

8.0 DISCLAIMER

This RFI is not a contract offer and it is not an open solicitation for any services but rather an informational inquiry by OPWDD. This RFI does not commit OPWDD to conduct a procurement, award a contract, pay any costs incurred in preparing a response, or to procure or contract for services or supplies. Qualified entities are encouraged to respond to this RFI; however, failure to submit a response will not impact a respondent's ability to submit a response to any future competitive solicitation process (if any) for projects. Respondents are advised that all costs associated with responding to this RFI will be solely at their expense. There are no representations or warranties regarding the accuracy or completeness of the information contained in this RFI. Respondents are responsible for making their own evaluation of information and data contained in this RFI and for preparing and submitting responses to this RFI.

9.0 PROCUREMENT LAW

Since this is not a solicitation that will result in a contract, the procurement lobbying law does not apply; therefore, there is no restricted period.