Request for Proposals

RFP #20025

Merit Peer Review Services for Scientific and Education Research Applications

AMENDMENT #1
April 12~~X~~, 2019

The following are official modifications, which are hereby incorporated into the New York State Department of Health, Merit Peer Review Services for Scientific and Education Research Applications Request for Proposals (RFP) #20025, issued March 12, 2019. The information contained in this amendment prevails over the original RFP language. For all amendments below, deleted language appears in red and strikethrough ("~~xxx~~") and added language appears in underline ("xxx").

1. Section 4.2, Staffing is hereby amended as follows:

4.2   Staffing

For each of the research boards, the contractor will identify and designate an experienced staff member as an **overall manager** of this contract who will dedicate as much time as needed to ensure the final deliverable is received, reviewed and approved by the DOH in the timeframes specified. A single person may be identified and made responsible for the work associated with more than one (1) board or the Contractor may utilize more than one staff member. ~~Staff member(s) assigned to manage the peer review process must have scientific research experience beyond the postdoctoral level.~~

This/these individual(s) will have:

a) the rank and authority to ~~make~~ manage decisions and staffing on behalf of the contractor and to act as liaison with DOH staff to ensure completion of all tasks required for this contract;

b) appropriate scientific credentials/expertise in biomedical or health-related research and have examples of scientific excellence through his/her own research publications. To include a minimum of three years of professional experience overseeing all aspects of independent scientific and technical merit peer review;

c) a record of academic publications within the pertinent disciplines;

d) research experience; and

e) prior experience in peer review procedures and health sciences administration.

All other terms and conditions remain the same.