RFP #: RFP-22-151469GH
TITLE: Entrepreneurial Ecosystem Web Development
DATE: February 15, 2022

SUBMITTAL DUE DATE: February 21, 2022, 2:00 P.M. local time

Addendum #1

Please note the following clarifications are hereby made to the aforementioned RFP.

This addendum is being issued to answer questions that have been submitted as follows:

Questions and Answers

General Questions

Question No. 1: Have any preferred data sources already been identified? Are you open to paid data, as well? If yes, would the financials for paid data be separate from the project scope or within it?

Response: Please visit our team’s existing prototype ecosystem dashboard at [https://www.sparkyard.co/dashboard/](https://www.sparkyard.co/dashboard/) for examples of data already collected, analyzed, and visualized. Data sources include Texas Secretary of State (for firm starts), US Census Bureau QWI data (for jobs report), and PitchBook (our institution has an account with PitchBook and we intend to rely heavily on it moving forward). We also access Inc. 5000 and other open sources. We are open to any additional paid or unpaid data sources and HSC would cover those costs if they prove relevant.

Question No. 2: The RFP states that, "If this Agreement requires the presence on the University’s premises of Vendor’s employees, agents, suppliers or permitted subcontractors (if any), Vendor agrees to maintain and to cause its agents, suppliers and permitted subcontractors (if any) to maintain the following insurance coverages for at least the specified limits..." The RFP also states that, "Work on this project can be carried out 100% remotely with periodic check-ins performed via MS Teams or Zoom calls, or emails." Since the delivery of the project does not require presence on the University's premise, is the insurance policy with the specified limits required?

Response: No.

Question No. 3: Does the project involve creating reusable components for the dashboard? If yes, is there a list of what display formats are desired (for example, graphs, charts, carousels, etc)?

Response: Yes. We want to be able to update existing information once new data becomes available, so reusable components will be key. As illustrated in our current prototype dashboard ([https://www.sparkyard.co/dashboard/](https://www.sparkyard.co/dashboard/)), we use a variety of display formats. We are open to new ideas on optimal ways to show data and make it easily understandable to a wide variety of stakeholders, most of whom are not economists or economic development specialists.
Question No. 4: Should the new system be part of the current Sparkyard website or go in it as a Embeddable widget?

Response: Since we are not the technical experts, we are open to ideas and will work with the winning organization to find the best solution that fits our needs. Note that any plugins will have to be approved by the organization from which we license the platform (SourceLink).

Question No. 5: Is there an identifiable limit to how many sources, data points, etc. will be used?

Response: There is no predetermined limit to sources, data points, etc. We welcome recommendations of new sources of data.

Question No. 6: Will we need to add and maintain the data for the dashboards

Response: The winning proposer will be responsible for building the initial dashboard and populating it with some visualizations based on the winning team’s recommendations, plus potentially re-working information that is on our current prototype dashboard (https://www.sparkyard.co/dashboard/), but the idea moving forward is to have a flexible platform that will allow the HSC team to collect new and update existing data without assistance from outside organizations.

Question No. 7: Will this be a one-time effort or new sources would be added after the initial deployment of the site? How will this affect the scope?

Response: Our hope is that we will have a dynamic dashboard that can be updated with new information and new/different ways of reporting on data as it becomes available. Our team can generate basic visualization and webpage building, but we are lacking the platform on which to build it all and organize/characterize it into high-level topics.

Question No. 8: Will the project also involve active data collection using Google Forms, etc. from local startups?

Response: This is certainly a possibility. We already capture some basic information from clients who access the Sparkyard platform, such as company name, type of company, date established, stage of development, and type of help requested. Our existing CRM allows us to collect and analyze and visualize basic tables/charts for this collected information. It would be helpful if the Ecosystem Dashboard had a way to include the information listed.

Question No. 9: Do you have any website that you can refer to for similarity in what is needed?

Response: To our knowledge, a similar website for capturing data at the entrepreneurial ecosystem level does not exist. You can visit the Sparkyard Ecosystem Dashboard website at https://www.sparkyard.co/dashboard/ to see initial efforts to analyze and visualize data from our ecosystem.

Question No. 10: Section 2.5, HUB Subcontracting Plan (“HSP”) – We are assuming that if we do not have subcontracting opportunities, and our bid is greater than $100,000 that an HSP is not required. Is this a correct interpretation of this requirement? If incorrect, would you please clarify?

Response: An HSP is not required.

Question No. 11: Section 3.2.2 - Does the university already capture some of the entrepreneurial ecosystem data and looking to visualize the existing data, or looking to the vendor for the data gathering plan including identifying the data elements to be captured, along with designing and architecting a system to enter, store and visualize that data?

Response: We have already performed some data capture and analysis as you can see on our first attempt at the Ecosystem Dashboard (https://www.sparkyard.co/dashboard/). We are also looking for other ideas on relevant data to gather, analyze, and visualize.
ACKNOWLEDGEMENT: Please acknowledge receipt of this addendum by signing and including a copy of this addendum with your electronic proposal response.