

TEDCO WEBSITE RFP FAQs

1. Proposal deadline: by 4 p.m. on August 1, 2017
2. Decision by September 1, 2017
3. Budget: not to exceed \$100,000
4. TEDCO is a small organization, we have less than 25 full-time employees. The website is managed by TEDCO's Marketing department.
5. The vendor will be responsible for uploading the new content into the new website. Website vendor will not manage site content after launch of the new site. The new website must be easy to maintain for TEDCO's existing staff.
6. TEDCO will provide content for the new website to the vendor.
7. The website will need work on all modern browsers. (This is a clarification for the technical requirements item on page 6 of RFP.)
8. We are looking to integrate the MSCRF and MERL sites into the new TEDCO website (they will no longer be separate sites).
9. If you are suggesting solutions for the optional features (i.e. blog, Maryland map), you can provide the cost as a separate item (base maximum bid price, plus base maximum bid price for the optional features).
10. E-commerce optional feature: TEDCO is interested in receiving registrations for events online, such as sign-up webforms for MERL (refer to page 6).
11. During the bidder's conference/teleconference meetings, we discussed the calendar and e-newsletter functions that are already outlined in the RFP. Examples of calendars were given.
12. The following is an example of the MSCRF web-form that is referenced in section V of the RFP on page 5:


Maryland Stem Cell Research Fund
FINAL Report

TOTAL PROJECT PERIOD

Effective Date:
Project End Date:

REPORTING PERIOD

From:
Through:

Project Title: [Click here to enter text.](#)

PRINCIPAL INVESTIGATOR

PI Name:
Title:
Organization:
Address:
Phone:
E-mail:

AWARD ORGANIZATION

Auth. Official:
Title:
Organization:
Address:
Phone:
E-mail:

PERFORMANCE SITE(S)/ORGANIZATIONS & ADDRESSES

(If different from Principal Investigator's Address)

Alt. Site 1:

Alt. Site 2:

This section provides a list of documentation that must be submitted to the Maryland Stem Cell Research Fund (MSCRF) within 45 days after the end of the grant term (as defined in section 3.02 of the grant agreement).

All deliverables may be submitted electronically (mscrfinfo@tedco.md) or by mail.

1. MSCRF FINAL Report:

Must be completed and signed by the PI and an authorized institutional/company official.

2. FINAL Financial Report:

The report must include the exact amount disbursed from the MSCRF during the entire grant term. It must include exact balances of unobligated funds, cannot contain un-liquidated obligations, and must be signed by an authorized Organizational Official.

3. Letter of Completion:

Must be signed by an authorized institutional/company official, must include the PI's name, grant number, grant title, and language stating the awarded research is complete.

4. Refund Unobligated Funds - if applicable, payment must be in form of a check.

The check memo must reference the PI name and grant number. Make payable and remit to:

Maryland Technology Development Corporation (TEDCO)

Attention: Maryland Stem Cell Research Fund (MSCRF)
7021 Columbia Gateway Drive, Suite 200
Columbia, Maryland 21046

FINAL SUMMARY OF THE PROJECT

Using one page ONLY, summarize the completed project. Please indicate and describe information on the progress towards milestones, obstacles met, and new discoveries in lay terms for the general public. Specify the discoveries based on the aims of the proposal. In addition, address the translational potential of the project.

The contents of this Scientific Report Summary may be available to the public and included in the Maryland Stem Cell Research Commission's annual report. Do not include confidential information (as defined in Section 5.02 of the Grant Agreement).

Do not leave this section blank. Enter "See attached if your response is attached as a separate document.

Click here to enter text.

ADDITIONAL INFORMATION

Do not leave the following sections blank. Enter "N/A" or "None" in each section that does not apply. Enter "See attached" if your responses are attached as a separate document

Intellectual Property Created

List ALL intellectual property generated through MSCRF resources.

1.
2.
3.

Publications

List ALL publications resulting from through MSCRF resources.

1.
2.
3.

By submitting and signing this Progress Report, the Grantee hereby certifies that the information contained herein and in any other document submitted herewith is true and correct as of the date of submission. The format of all reporting shall be periodically determined by TEDCO.

Principal Investigator Signature

Date

Authorized Official

Date