



The Board of Governors of Missouri State University
Office of Procurement Services
901 South National Avenue
Springfield, MO 65897
Telephone: 417.836.5260

AMENDMENT ONE REQUEST FOR PROPOSAL (RFP) 8498-08

August 25, 2026

ECONOMIC IMPACT STUDY FOR MISSOURI STATE UNIVERSITY

Contract Period: Three (3) Months after Contract Award

RFP Amendment One addresses Questions submitted by potential contractors, along with the Response provided by the University. See page two (2) of this amendment. All else remains unchanged. Proposals remain due at the time and date shown

The contractor must acknowledge receipt of, and compliance with, this amendment by signing and returning the amendment as part of the contractor's proposal.

Date and Time Returnable: 3:00 p.m. on Tuesday, September 8, 2026

John Banion E-mail: jbanton@missouristate.edu Telephone: 417.836.5356

By signing below and submitting a response to this RFP, Contractor agrees to furnish items and/or services pursuant to all requirements and specifications contained in this RFP, upon either the receipt of an authorized purchase order from Missouri State University, or receipt of a countersigned copy of the RFP.

Either occurrence shall be agreed on by the parties as forming a binding contract pursuant to the terms of the RFP set forth herein. Contractor agrees that, subject to the terms of this RFP, any exceptions to the RFP, or other changes could disqualify the Contractor from consideration in University's final award.

Contractor Company Name		Date	
Mailing Address		Telephone	
City	State	Zip Code	Facsimile
Contact Person(s)		E-Mail(s)	
Printed Name	Authorized Signature		Title
For University Use Only:		Contract Number:	
Accepted by the Missouri State University as Follows: In its entirety.			
BUYER	DATE		DIRECTOR

1. In reference to Section 2, Scope of Service (page 7), MSU identifies four geographic study areas: Springfield, Southwest Missouri, West Plains and surrounding areas, and the State of Missouri. Does MSU expect the selected consultant to conduct a separate economic impact analysis and set deliverables for each of these four geographic areas?
 - a. In reference to Section 2, Scope of Services, Task 4, "Rural Impact" (Page 10), please clarify the scope of the Rural Impact analysis; specifically, should this region be analyzed separately from the four regions identified above and require its own set of deliverables?
 - The expectation is the consultant will be able to provide high-level impact information by those geographic areas, but we do not expect a separate detailed set of deliverables for each unique geographic area.
 - Regarding the "Rural Impact" impacted in the RFP, it depends on what the consultant believes is feasible given the available data and time constraints. If there is sufficient data available to support an estimate of the economic impact in rural parts of the state generally, that is requested. If that is not feasible or defensible, the consultant is requested to package the results in a way to explain how the economic impact of the university specifically supports the rural portions of the geographic areas described. In other words, it does not require its own set of deliverables.
2. Regarding Section 4.2 Delivery of Responses (Page 16), if a bidder wishes to submit their proposal before Tuesday, 09.08.26, can MSU confirm that the University is open and able to accept proposal mail on Friday, 09.04.26? Can MSU accept signature for acknowledgement of delivery?
 - Yes. Missouri State University's Office of Procurement Services will be open on 09.04.26 from 8:00 am to 5:00 pm.
3. Can MSU confirm the address and in-care-of instructions for the hard copy submission? We want to confirm if we should use the address listed on page 1 and if FedEx can deliver it to that address?
 - Yes. All RFP proposals should be submitted to this address:
 - The Board of Governors of Missouri State University
 - Office of Procurement Services
 - 901 South National Avenue
 - Springfield, MO 65897
 - Attn: John Banion
4. In reference to Section 2.6 (Page 11), Proposal Requirements, please advise if the cover page and any other appendices are excluded from the 20-page proposal limit?
 - Appendices are excluded from the 20-page proposal limit, but the cover page is included in the page limit.

5. In reference to Section 1.3, Alternative Documentation (Pages 5-6), please clarify how MSU would like offerors to provide responses to the questions listed in this section, including whether the questions and corresponding responses should be included in an appendix to the proposal?
- Provide answers to the questions as an appendix if applicable.
6. In reference to Section 4 "Accessibility Standards and Compliance" and Section 5 "Additional Information Technology Requirements," (Page 13-14), please clarify whether the accessibility and ICT requirements including the requirements to provide a Sandbox and VPAT, apply to a professional-services economic impact study where no software product is being procured?
- a. If the Sandbox requirement applies, please define the functionally MSU expects to test and the required duration/access conditions?
- *Section 4 and 5 – Accessibility Standards and Compliance and Additional Information Technology Requirements* would not apply as the RFP is not for software/technological solutions; however, any deliverables produced because of the RFP should be accessible under other standards identified.
7. In reference to Section 2, Scope of Services, Task 4, "Additional Impact Analysis" (Page 10), please clarify the "Capital Investment Impact" requirement; as the description immediately below this heading addresses the economic, workforce, and earnings contributions of alumni residing and working in Missouri. Can you clarify the analyses MSU expects under this portion of Task 4?
- Those should be two separate items under Task 4. I apologize for the mis-draft. We want the "Additional Impact Analysis" to include both capital investments and economic workforce and earnings contributions of alumni. The capital investments will include recent capital investments made through the university (e.g., large construction projects), as well as those that were associated with the university (e.g., large road projects adjacent to campus, housing developments, commercial developments, etc.).
8. In reference to section 7.3 "Proof of Insurance," (Page 25), regarding the Certificate of Insurance requirement, please confirm whether MSU requires the Certificate of Insurance submitted with the proposal to specifically identify Missouri State University as the certificate holder?
- The Certificate of Insurance requirement in Section 7.3 naming the Board of Governors of Missouri State University, its officers, and employees as

additional insureds is required to be submitted with the proposal, to specifically identify the certificate holder.

9. Can the University advise whether the 12-week project timeline is driven by a specific deadline or intended use of the final study?

- The 12-week project timeline is driven by the intended use of the final study.

10. Section 4.2 requires respondents to name a division/department/office and three full-time employees responsible for accessibility remediation. To fulfill this requirement, can a respondent name qualified project or administrative staff instead of a dedicated accessibility department, and what should be submitted to show they are qualified?

- The University will not dictate who the respondent uses to fulfill these requirements. The respondents will decide what should be submitted to show the qualifications of their personnel.

11. Beyond accessibility practices for written and presentation materials (e.g., tagged and searchable PDFs, logical reading order, alt text for graphics, accessible tables, and accessible Power Point formatting), how else does the University anticipate the accessibility requirements will impact the final work products?

- The University will not dictate what the respondent uses to fulfill the accessibility requirements of their final work products.

End of Questions and Answers