

Responses to Simulation Trainer RFP Questions

5/18/2018

1. Is it okay to provide separate costs to conduct the training online (via Webinar or equivalent) versus on-site for both options have their advantages/disadvantages?
Yes, AERC encourages providing separate cost estimates for online versus in-person trainings as well as a description of the advantages and disadvantages of each and a recommendation for which option to implement.
2. The RFP states that “AERC anticipates that accepted Simulators and ACEs will be required to go through AERC-sponsored trainings on an annual basis or as directed.” So, is it fair to say that we are to bid to conduct only one training session per year so a fair comparison can be made among the bidders?
Yes, proposal budgets should be based on the assumption that simulation trainings will occur once per year to allow for equal comparison between bidders.
3. Should one budget time to assist LBNL and AERC for developing training material including manual. If so what will be the level of effort.
Yes, proposal budgets should take into account time required for developing and maintaining a curriculum, which includes training materials. AERC is responsible for updating the Simulation Manual (approximately once per year) and anticipates consulting the Simulation Trainer, the Program Administrator, and LBNL as part of that process. The Simulation Trainer is expected to update training materials based on any revisions to the Simulation Manual.

