



# COMMONWEALTH of VIRGINIA

## Department of Agriculture and Consumer Services

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[www.vdacs.virginia.gov](http://www.vdacs.virginia.gov)

*Sandra J. Adams*  
Commissioner

June 11, 2015

### ADDENDUM NO. 02 TO ALL OFFERORS:

Re: Request for Proposals: RFP #301-15-155  
Dated: May 14, 2015  
Proposals Due: June 26, 2015 at 2:00 PM EST

The following is in response to questions that have been submitted:

1. How much is the VDACS licensing fee for the growers?

The amount of this fee has not yet been determined.

2. Does the Offeror need to submit a budget in the proposal?

No, the proposal does not need to include the research program's budget.

3. Should the proposed plan include years 2-4, or just the first year?

The proposal only needs to include a plan for the first year.

4. Will the first report be due in September 2015 or 2016?

The first annual report on the progress of the institution's research is due to VDACS on September 1, 2015.

5. Is there a possibility of getting seed in the ground in the 2015 growing season?

VDACS intends to procure seed for use in the 2015 growing season; however, the procurement of seed is contingent upon VDACS's receipt of the required federal controlled substance registration and permits as well as the agency's ability to secure the requested seed from other countries. A university that elects to procure seed on its own will face the same contingencies.

6. Are there resources available that discuss best practices for securing hemp seed and plants?

Hemp industry trade associations, hemp advocacy groups, and departments of agriculture and universities in states with established industrial hemp research programs may have resources regarding best practices for securing hemp seed and plants.

7. Should the team experience section include info on the growers?

If an institution has identified growers before the institution submits its proposal, it may elect to include information regarding the growers in its proposal. However, information regarding the project's primary point of contact and this person's backup is required.

Note: A signed acknowledgment of this addendum must be received at the location indicated on the RFP either prior to the due date and hour or attached to your proposal. Signature on this addendum does not substitute for your signature on the original document. The original document must be signed.

Sincerely,



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Name of Firm

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Signature/Title

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Date