



Contractor FAQ

- 1. Are research contractors always universities or does PRCI work with national/private labs too? If so, what is the rough breakdown?**
 - a. No, PRCI utilizes any qualified company/organization to perform its research, the majority of which are not educational institutions.
- 2. Could PRCI provide notification when the report requirements change?**
 - a. we use a template developed from the requirements, and it's difficult to keep that current with frequent PRCI template changes.
- 3. What is the process if the PRCI PM is not responsive to questions of direction to progress a project? What can contractors do additional to work with the PRCI PM when this is the case?**
 - a. Elevate the issue to the Director of Research Execution with details on the specific issues.
- 4. Is Request for Proposal open for competition?**
 - a. Some requests for proposal are sole source and some are open competitively. The RFP should clearly state if it is an open or closed RFP.
- 5. How do we invoice be end of 2018 if the milestone is to be completed end of Jan?**
 - a. Split the charges into two invoices. One with the charges through the end of 2018 and another for the charges after that date.
- 6. Can research contractors get access to old PRCI reports relevant to their current project? If so, from where?**
 - a. Yes, work through the PRCI PM for potential research topics of interest.
- 7. Are projects approved using flex funding included in the view the contractor sees in the website?**
 - a. If the contractor is associated with the project, yes, otherwise no.
- 8. If there is specific travel written into the statement of work in the contract (e.g., attending technical committee meetings), is prior approval required?**
 - a. Yes, per the terms of the standard contract, all travel must be approved.

9. *How does a contractor know what research areas or research requests are available?*

- a. Work with the technical committee leadership/project sponsors or PRCI PM staff.

10. *Can you give a live example of this search?*

- a. Assuming you are describing using the search features of our website, simply type in your search request in the 'Site Search' box in the top right corner of the webpage. It is best that you are logged into the website prior to performing the search.

11. *Would a single letter English symbol (e.g. "T" for temperature) be considered an acronym or abbreviation?*

- a. No, but it belongs in a nomenclature table.

12. *If there is local travel required for the project (e.g., travel to compressions stations), are we supposed to get approval for each of these trips?*

- a. Yes, per the terms of the standard contract, all travel must be approved.

13. *What time of the year do research ideas get balloted? For example, the contractor should submit their idea by October?*

- a. PRCI generally has a research ballot in the fall of every year. To accommodate the ballot process, research ideas must be submitted prior to the Spring technical committee meeting. Note, this is likely to change with potential changes in PRCI's research funding process.

14. *Can a contractor provide an idea independent of PRCI established ideas?*

- a. Yes, ideas can be submitted by anyone at any time from:
<https://www.prci.org/prime/idea/add>. Note that with a project champion that is a PRCI member, it is unlikely that independently submitted research ideas will garner much traction.



Pipeline Research Council International, Inc. (PRCI)

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