



ADDENDUM NO. 1

Issue Date: June 5, 2019

Project Name: RFP for FEMA Consulting

RFP Number: 2019060

RFP Opening Date: June 11, 2019

This addendum is being released to answer questions received to date. The information and documents contained in this addendum are hereby incorporated in the request for proposals. **This addendum should be acknowledged where indicated on the Proposer Information form.**

Questions and Answers

The Proposal Pricing Sheet is auto filled with 2 positions, (1) Project Manager and (1) PA

1. Specialist. Are these the only two positions being requested? Are bidders allowed to add additional positions deemed necessary?

Proposers should add position titles and rates for any staff that may be required to perform work under the scope.

2. How can we find the specific support services and federal regulations that FEMA use for guidelines?

A partial listing and links may be found at <https://www.fema.gov/procurement-disaster-assistance-team>. The county is soliciting assistance from firms familiar with FEMA guidelines and requirements.

Under FEMA's new PA Delivery Model, all Damage Description and Dimensions (DDD) / Scope of Work (SOW) formulation is done at the Consolidated Resource Center (CRC). The applicant can submit their own DDD and SOW as suggestions, but FEMA will still write the PW by their new process and the applicant can review and suggest changes during the Applicant Review step in Grants Portal. Is the County's expectation that:

3.
 - a. The Consultant will provide a written DDD/SOW to FEMA before the project formulation, or
 - b. The Consultant will work during the formulation stage to ensure the FEMA staff have all of the information / context they need, and then work to correct any misalignment during the Applicant Review step?

The County's expectation is b.

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Can the County provide additional detail on Bullet 3 under the “Reimbursement” section of the RFP’s Scope of Work: “Consultants will provide FEMA with accurate and cohesive documents to expedite the approval timeline by limiting policy hurdles, which are known to slow the project funding process.”

4.

The County would like to insure that the Consultant will provide FEMA/County with accurate and timely responses, as to not intentionally draw out the process.

Is the County open to negotiate the terms and conditions at the contract stage with the awarded Proposer/Contractor?

5.

Yes.

Can the County please clarify how Confidential or Proprietary Information, which is clearly marked as such, is protected by the County so that it is not “knowingly or unknowingly” released as a result of a public information request?

6.

The information would be clearly marked and not released if Confidential or Proprietary. All information is reviewed for confidentiality before released as a public record.

The language of Clause 7.5 of the Contract Agreement appears to conflict with the requirements of the RFP. In general, all insurance provided would be per occurrence, except for Professional Liability. Can the County please clarify?

7.

All insurance should be per occurrence with the exception of professional liability.

For a Proposer who may be party to certain Government GSA contracting vehicles, the language of Clause 9.1 regarding most favored customer may create a conflict. Please clarify how this can be addressed in the contract negotiation.

8.

Per Florida Statutes, the County must require the firm receiving the award to execute a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting. If the County does not include the most favored customer statement, then the County may not be getting the accurate and current compensation as required under the statute.