



## **DEBRIS MONITORING, DISASTER MANAGEMENT, AND RECOVERY SERVICES**

REQUEST FOR PROPOSALS – REQUISITION NO. 2022-0631

ADDENDUM NO. ONE (1) – DATED JUNE 24, 2022

The information given in this addendum is in addition to or supersedes conflicting information to the invitation to bid and is hereby made a part of the request.

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**Question #1:** The RFP Proposal Requirements (page 8), Section B “References” requests three client references. However, Section C “Qualifications of the Firm”, item 5 requests five references. Please clarify the current number of references to be provided and the location in the proposal content?

**Answer:** We are only requiring three client references.

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**Question #2:** Please clarify the “Public Assistance Consulting” positions. For example, what is the role of #14 Project Manager? What are the functions of the three Emergency Management positions (#15, #16, #17)? None of these appear to address FEMA PA requirements?

**Answer:** The Public Assistance Consulting positions are intended to assist the City in managing all aspects of the FEMA Public Assistance Program. We expect the consultant to be well-versed in the FEMA public assistance process and able to send staff to assist with professional inspection, documentation of staff time/equipment, and be able to review and evaluate the FEMA prepared projects and task orders associated with recovery efforts. The expectation is that this assistance will be utilized by the City from the minute the storm passes until the public assistance projects are obligated and closed out. We expect the costs to be reimbursable through the Direct Administrative Costs. The specific functions listed (15, 16, 17) are generic titles for the positions that will be handling the project; we have found that these are typical and/or standard titles for positions in the public assistance field. For example, a project manager will be the lead and the EM consultant, specialist, and analysts will work under their supervision and direction, as needed by the City.

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Please be sure to acknowledge receipt of this addendum on your bid form.