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# **THE COUNTY OF GALVESTON**

# **RUFUS G. CROWDER, CPPO, CPPB**

PURCHASING AGENT

COUNTY COURTHOUSE

722 Moody (21st Street)

Fifth (5th) Floor

GALVESTON, TEXAS 77550

March 2, 2022

**PROJECT NAME: FEMA Hazard Mitigation Assistance Program**

**SOLICITATION NO: RFP #B222013**

**RE:     ADDENDUM #1**

To All Prospective Bidders,

The following information is being provided to aid in the preparation of your bid submittal(s):

**Line Item Detail:**

**The following attachment contains a complete list of line items to be included in the submittal that was not included in the original bid.**

***Question #1: Please confirm that the County plans to issue a call for bids to obtain the estimated construction costs and that estimating construction costs is outside the scope of RFP #B222013.***

***Response:*** *Bids will come after the RFP is awarded. Once awarded, a vendor will calculate the estimates after project bid walks. (these are normally done for HMPG or FMA elevation programs)*

***Question #2: Please confirm that the County will procure the services of a professional architect separately and that creating, obtaining, and submitting preliminary designs/drawings for project development are outside the scope of RFP #B222013.***

***Response:*** *During the application phase, highly technique questions pertaining to any given project need preliminary calculations and possible sketches and/or a benefit-cost analysis to be performed under RFP B222013. Any main or final design and/or drawings will be developed by a procured engineering firm.*

***Question #3: Will the selected contractor for the solicitation take over current grants management and closeout activities for ongoing mitigation grants?***

***Response:*** *No, this is not the intent of this procurement.*

***Question #4: Will the selected contractor only perform application development duties or grants management/closeout activities once TDEM/FEMA approves projects applications?***

***Response:*** *Application Development Only.*

***Question #5: Would the County please confirm that a digital signature via DocuSign satisfies the requirement for an original signature on all forms that require a signature by an authorized representative?***

***Response:*** *Digital signatures will suffice.*

***Question #6: Does the County have an anticipated contract term, or will the term be established during the task order process?***

***Response:*** *Contract terms will be within the awarded contract and task orders.*

***Question #7: Would the County please provide information regarding the Task Order process at this time?***

***Response:*** *Task orders are project-specific.*

***Question #8: Would the County please confirm that pull-out page will count as one (1) page in the page count?***

***Response:*** *Pull-out pages will be counted as one (1) page.*

***Question #9: Does the County have a preferred format or form to facilitate uniform evaluation of cost? Please confirm an hourly rate table for any necessary job titles/classifications would be considered a compliant submission.***

***Response:*** *County does not have a preferred format.*

***Question #10: Would the County consider defining these costs during the Task Order process, or are these costs required to be included in the proposers’ RFP response to be considered a compliant submission?***

***Response:*** *For the purpose of this procurement, please include this information.*

***Question #11: Will the County reimburse travel expenses if travel is required, at the prevailing GSA per diem rates in effect at that time?***

***Response:*** *If the procurement specifies travel reimbursement and is contingent on Federal and State reimbursement policy.*

If you have any further questions regarding this bid, please address them to the representative listed below, via e-mail at purchasing.bids@co.galveston.tx.us, or contact the Purchasing Department at (409) 770-5371

Rufus G. Crowder, CPPO CPPB

Galveston County Purchasing Agent

722 Moody, Fifth (5th) Floor

Galveston, Texas 77550

E-mail: purchasing.bids@co.galveston.tx.us

Please excuse us for any inconvenience that this may have caused.

Sincerely,

Rufus G. Crowder, CPPO CPPB

Purchasing Agent

Galveston County