



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO, CPPB
PURCHASING AGENT

GWEN MCLAREN, CPPB
ASST. PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor
GALVESTON, TEXAS 77550

October 31, 2019

PROJECT NAME: Restore Act – Project Assistance

SOLICITATION NO: RFP #B201008

Re: ADDENDUM #1

To All Prospective Proposers,

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

Statement of Clarification:

The successful respondent shall provide assistance to the County in the form of Project Management that may include the following:

- long term assessment of needs and development of County Projects for future Restore Funding;
- the knowledge of Funding Announcements (NOFA);
- grant writing assistance to include technical support;
- proposal writing to include the development and review of RFQs and RFPs for Federal and State requirements and regulations;
- knowledge of project permitting and regulatory assistance;
- contract writing/review, monitoring, reporting and closeout.

Question #1: *Can you please clarify which forms are required as part of the RFP response? (or ALL below:*

- *Certification regarding lobbying*
- *Non-Collusion affidavit*
- *Proposal Form*
- *Acknowledgment & Certification regarding debarment*
- *Certificate of Insurance*
- *W-9 Form*
- *Form PEID*
- *Conflict of interest questionnaire*

Response: All of the forms mentioned above are to be included in proposal submittals.

Question #2: *Regarding this RFP, on page 1 (inside cover, before Table of Contents) it mentions that submitted prices shall either be lump sum or unit prices on proposal sheets. However, on page 6 of Special Provisions, Section U: Required respondent information: there is no mention of price/fees being required. Can you please clarify if any type of price proposal is required as part of the response?*

Response: Yes. Submittals shall include pricing and fees for the requested services.

Question #3: *As an add-on question to below: page 8 of Special Provisions references a Section 9.00 form to be completed with response packet. Is this form a requirement of the proposal, and I did not see the form in the RFP packet: Can you please provide a copy of the Section 9.00 form?*

Response: Please disregard this paragraph.

Question #4: *I have reviewed the RFP and have found that some of the potential scope of services list under special provisions includes some items that would be considered as "professional services". (Project creation/design, environmental analysis, project planning, cost analysis and estimation, etc.) Professional service contracts are based on qualifications and not price. Please consider amending this solicitation to a Request for Qualifications.*

Response: Please refer to the Statement of Clarification.

Question #5: *Will the scope of this contract include project management of the implementation of any projects resulting from the grants written and submitted as part of this contract.*

Response: Please refer to the Statement of Clarification.

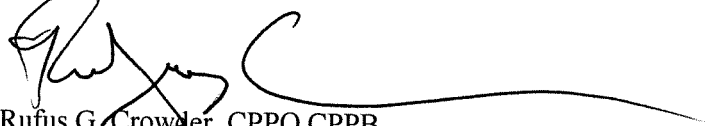
As a reminder, all questions regarding this proposal must be submitted in writing to:

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

If you have any further questions regarding this proposal, please address them to Rufus Crowder, CPPO CPPB, Purchasing Agent, via e-mail at purchasing.bids@co.galveston.tx.us, or contact the Purchasing Department at (409) 770-5371.

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

Sincerely,



Rufus G. Crowder, CPPO CPPB
Purchasing Agent
Galveston County