

Questions received in response to RFP No. GA0423-001

Addendum #1

**** Proposers should acknowledge receipt of Addendum #1 in their proposal or cover letter ****

1. Section 3 – Scope of Work – page 5. Item 1 includes “Provide a preliminary report of all grant funding opportunities related to MWDOC and its member agencies’ funding needs. Gather, organize and update all projects seeking funding within the MWDOC service area, and provide initial funding matches.”

Section 4 Proposal Requirements – page 8. Section h. Cost/Pricing Information – “The proposed price and cost basis for the price shall be stated as a monthly fixed fee, plus an estimated yearly lump sum for travel and other direct costs.”

Is the preliminary report considered a stand-alone initial report (as opposed to the monthly report)? If so, can the cost for the preliminary report be shown as a single fixed fee, while the ongoing monthly report can be shown as a monthly fixed fee?

- Yes, the preliminary report is a stand-alone deliverable. Please separate the cost of the preliminary report from your monthly fixed fee.

2. Can you please clarify who are the MWDOC member agencies as referred to on Page 5, Section 3? Will the proposed services be extended to these agencies?

- On page 12 of the Request for Proposals is a map of MWDOC’s service area, including its member agencies. They can also be found on MWDOC’s website: <https://www.mwdoc.com/about-us/our-service-area/> and are listed out under “MWDOC Water Districts” and “MWDOC City Water Departments.” The Grants Tracking and Acquisition Program is administered by MWDOC on behalf of its participating member agencies. The proposed services are provided for MWDOC and its member agencies.

3. Section 2, I. refers to a current contractor, can you please let us know who the current contractor is, and what service do you currently receive from this contractor as related to the scope of this RFP?

- Our current contractor is Soto Resources. They currently provide all the services listed under the Scope of Services.

4. Is a cover sheet and table of contents included in the 8-page limit?

- No, a cover sheet and table of contents are not included in the 8-page limit