

Newton County, Texas
Request for Proposal No. 2021-01
Disaster Debris Monitoring and Consulting Services

Addendum/Clarification No. 1 (**Responses in Red**)

1. We are kindly requesting that the County waive the Payment Bond and Performance Bond requirements detailed on page 10 (RFP Section 4.C), as the Federal procurement regulations in 2 CFR §200.325 only recommends bonding requirements for construction or facility improvements contracts. 2 CFR 200.325 states the following:
 - a. § 200.325 Bonding requirements. For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or passthrough entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:
 - b. A bid guarantee from each bidder equivalent to five (5%) percent of the bid price. The “bid guarantee” must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
 - c. A performance bond on the part of the contractor for 100 percent of the contract. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor’s obligations under such contract.
 - d. A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

The County waives the Payment and Performance Bonds due to 2 CFR recommendations. The Performance Measures and Termination Clause will be addressed in the contract with the winning contractor per FEMA guidance.

2. Section III (RFP Response Requirements) on page 15 indicates that the RFP should be submitted in “the following format” but Section III only provides information for the Letter of Transmittal; no other section headings are described. However, Section V (Project Requirements) on Page 17 suggests that responses should be according to the subsections that follow. Please clarify the desired format for proposal submission, including headings.

The Letter of Transmittal is usually a summary document. Project Requirements should be addressed in the submittal. We will not require specified section headings.

3. Section V (Project Requirements) Section C (Project Approach, page 19) requires “a general descriptions of the Respondent’s intended approach to the work.” Furthermore, Section F (Description of Monitoring Services, page 21) also requires “a detailed description of the services that the respondent will perform.” Would the County allow us to present our proposed approach to the project in one consolidated Project Approach section that addresses all the different technical requirements and statements of work?

Yes.

4. Section V (Project Requirements) Section D (Workforce Information, page 19) requires information regarding staff, including resumes. Section E (Capability, Capacity, and Availability, page 21) also requires information on staff and resumes. Section F (Description of Monitoring Services), item 2.a.5 (page 21) requires an organization chart. Would the County allow us to provide all of our staffing information in one consolidated section that addresses the different requirements?

Yes.

5. The price proposal form (page 44) does not indicate whether rates are all inclusive. Will the County allow us to bill expenses separately from labor (without mark-up)?

Yes, the County will allow FEMA approved expenses to be billed separately from labor.

6. The price proposal form (Page 44) includes a column for estimated quantity. However, there are no instructions as to what information the County would like in this column (e.g., hours, numbers of staff). Would the County consider eliminating the column and allowing respondents to provide hourly rates only? If not, please clarify the information desired.

The "quantity" column refers to number of staff.