

RFP 2024-18 DISASTER RECOVERY CONSULTING SERVICES



**Addendum No. 1 RFP 2024-18
DISASTER RECOVERY CONSULTING SERVICES**

Issued April 3, 2024

SECTION 1.0 SCHEDULE OF EVENTS

Failure to comply with this or any other paragraph of this RFP shall be sufficient reason for rejection of the Bid.

All times listed in the Schedule of Events are Eastern Standard Time (EST).

<i>Event</i>	<i>Date/Time</i>
RFP Advertisement Date	March 21, 2024
Release of RFP	March 21, 2024
Technical Questions Due from Prospective Proposers	March 28, 2024 by 5:00pm
Responses to technical questions due	April 3, 2024
PROPOSALS DUE TO BOCC	April 22, 2024 @ 3:00pm
Oral Presentations	May 8 – May 9, 2024
Posting of Intended Award	May 13 ,2024
Board Consideration of Intended Award	June 3, 2024
Posting of Notice of Award	June 4, 2024

This addendum is being posted to provide responses to the questions that were received.

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Questions due March 28th and responses to proposal questions due on or before April 3rd

Questions and Answers

Q1: Is there an incumbent for this work? If so, who?

A1: Wakulla County's current contract for Disaster Recovery Consulting Services is with AC Disaster Consulting, LLC.

Q2: The cover page of the Intent and General Information document and the first page of the Instructions to Proposers document name slightly different recipients for the delivery of Respondents' proposal packages (e.g. Wakulla County board of County Commissioners vs Wakulla County Procurement Office). To ensure Respondents remain compliant with the RFP, could the County please specify to whom they should be addressing/submitting their proposals?

A2: Proposals must be hand-delivered or express mailed to:

Wakulla County Board of County Commissioners
Attn: Patty Taylor, Procurement Coordinator
3093 Crawfordville Hwy.
Crawfordville, Florida 32327

Q3: Regarding Tab 2, could the County please confirm that Respondents can submit 6 two-sided pages in this section?

A3: **Yes.** The Executive Summary may be up to 3 pages front and back and Form 2 would be an additional 3 pages double sided or 6 pages single sided. If more room is needed to address a particular question on Form 2 it is acceptable to add additional pages.

Q4: We are kindly requesting the County to waive the liquidated damages provision included on page 17 of Appendix B, as it is not appropriate for a time and material effort and the nature of the work contemplated under the resulting contract. Liquidated damages are normally used in construction contracts where the obligations for faithful performance are tied to specific milestones and contract terms.

A4: The County will strike through Section 32, Appendix B Liquidated Damages once the RFP is awarded.

Q5: Will price be considered as part of the County's evaluation of proposals? If so, what scoring weight is assigned to pricing?

A5: No. Proposals will be evaluated based on qualifications by the weighted criteria referenced in the Intent and General Information, Section 6.6.

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Q6: The table on page 13 of the RFP assigns 10 of the total 100 evaluation points to a presentation. Will proposals be scored for a total of 90 points given that presentations are not guaranteed?

A6: Yes, should the County determine oral presentations are not necessary.