

## RFP 1018-24 EMERGENCY OPERATIONS PLANS AND ANNEXES

### Addendum No. 4

March 12, 2024

This Addendum is hereby made part of the Contract Documents and specifications to the same extent as if originally included therein and shall be signed by the Consultant and included with the proposal.

1. **Question:** Can you confirm that the 8-page page limit is for sections 1-3 within the project narrative section?

Answer: Yes. The 8-page limit is for sections 1-3 of the project narrative.

2. **Question:** Does the County currently use planning software that all of these plans would be developed in?

Answer: No.

3. **Question:** Is the County looking for a particular type of letter of support as the following was listed in the submission requirements: Include letters of support and other supporting documentation in the appendix.

Answer: The County is not looking for a particular type of letter of support.

4. **Question:** Is a certificate of coverage acceptable proof for the insurance letter requirement?
  - o A letter from an insurance company or broker confirming the fact that coverage can begin on the projected start date of the project is adequate for the purpose of submitting a proposal.

Answer: Yes.

5. **Question:** In Section 3: Understanding Scope of Work, there is a call that weekend and after-hours work may be required at no additional cost. Is there an expectation from the County that this project will conduct work on the weekend?

Answer: There is a possibility that work on weekends may be required.

6. **Question:** Can you confirm that the County is looking for 25 plans to be created or updated in the 1-year project timeframe?

Answer: The County is seeking the services of a firm to update or develop all plans outlined under the scope of work section of RFP 1018-24 Emergency Operations Plans and Annexes. The project term can be up to twelve (12) months with a projected commencement date of May 01, 2024