



**RFP 21-011
MILITARY INSTALLATION RESILIENCE REVIEW**

ADDENDUM 1

This addendum answers questions received as of January 11, 2021. As a reminder, the deadline for questions is January 19, 2021, with all answers to be published by January 21, 2021. The due date for proposals remains January 27, 2021.

Please note that the link to OEA General Terms and Conditions at VII. Project Requirements is no longer valid. The Office of Local Defense Community Cooperation (previously the Office of Economic Adjustment) General Terms and Conditions can be found at:

https://www.oea.gov/files/Terms_and_Conditions/2019-10-1_OEA_General_Terms_Conditions-FINAL%20DRAFT_0.pdf.

Questions follow. Answers are in **bold** text.

1. The RFP SOW states that “Financial and other Federal reports (4-6)” are required deliverables. However, in Section 3, it states that “COG’s role on the project will be to serve as the prime applicant for the MIRR [and] handle all required federal reporting...” Please clarify what is required for Federal reports for deliverables by the contractor.
 - a. **In order for COG to be able to submit required federal reports, the contractor will be required to submit to COG information on vendor activities, costs, and deliverables that will need to be included in the federal reporting.**
2. Is there a page limit to the response? If so, are the cover letter and resumes excluded from the page count?
 - a. **There is no page limit.**
3. The RFP states “This section shall include a work plan, schedule and project management plan”. Since the PMP is a deliverable under scope item 1 upon award is the COG looking for the respondents approach to these items or inclusion of the full item?
 - a. **The respondent should include approach, framework, and basic outline of the work plan, schedule and project management plan. A more complete and final PMP will be developed after award taking into consideration information received from DoD upon project initiation.**

4. Please confirm the matrix requested under proposed method to accomplish work should only detail assignments/LOE for key staff.
 - a. **Confirmed.**

5. Please confirm what parameters the COG would like respondents to use in identification of projects for past performance requested under item 3/Attachment C. If the COG is looking for a matrix of full corporate experience for the last 3 years, the matrix would be thousands of entries long, whereas Attachment C requests 7 Projects.
 - a. **Attachment C is just for Reference Checks. The past performance information that is sought does not need to be comprehensive and can be more than seven. It is vendor discretion about which programs and projects to highlight and share.**

6. How many Contractor Past Performance?
 - a. **No requirement, use vendor discretion.**

7. Please specify where exceptions to the Terms and Conditions need to be placed. The RFP specifies both after the cover letter and after the Proposal Response Form that is included with the pricing submission.
 - a. **The exceptions should be attached following the Proposal Response Form.**

8. What is Accord Form listed after Certificate of Insurance?
 - a. **Accord Form was listed in error. The proper reference should be to ACORD Form 25, the industry standard Certificate of Liability Insurance.**

9. The Proposal Response Form includes Attachment D – Acknowledge Rider Clause, but on the form is specifies it is a sample. Please clarify what needs to be included in this line item.
 - a. **It is requested as part of the Proposal Response Form that Attachment D be acknowledged and accepted by the proposer. If any exception is taken to the terms and conditions of Attachment D, they must be included in the list of exceptions taken.**

10. Will MWCOG honor DBE certifications from the States of Maryland and Virginia as well as the District of Columbia?
 - a. **As stated at X.B., DBE certifications may be from any federal, state, or local government agency that certifies DBE ownership. Please note that only DBE certifications will be accepted by COG for this purpose.**

11. What is the last day for questions? There are contradictory dates in the RFP.
 - a. **The last day for questions is January 19, 2021, by end of business.**