

**REQUEST FOR PROPOSAL
RFP 21-013**

March 5, 2021

ON-CALL TRAVEL MONITORING PROGRAM SUPPORT

ADDENDUM 1

Questions and *Answers*

1. Is Attachment A – Terms and Conditions required to be included in the submission even though there's no acknowledgement line for signature?

Check yes if you accept all Terms and Conditions.

Check no if you must take exceptions to the terms and conditions outlined in the RFP. Attach all exceptions in the submission of this proposal. List all exceptions taken, explanations, and proposed revisions on a separate page attached with the pricing.

COG staff and Legal Counsel will determine if it can accept the exceptions taken. If COG chooses not to accept the proposed exceptions, then the proposal will be disqualified.

NOTE: COG will not negotiate any terms and conditions during the contract award or task order award phase. Failure to note exceptions to the terms and conditions with this submission could result in disqualification for proposer.

Attempts to renegotiate terms and conditions at a later contract or task order phase will result in the withdrawal or cancellation of the contract.

2. Is Attachment D – Rider clause required to be filled out and included with our submission?

No. Acknowledge and Accept terms of Rider clause

3. Is a certificate of insurance required at this stage?

Provide valid proof of insurance on standard Acord Form provided by the insurer.

4. What is the Electronic Payment Terms requirement? There isn't a specific form for this either.

Acknowledge acceptance of Electronic Payment. No form is required at this time. COG no longer pays via check. Failure to accept some form of electronic payment may result in disqualification of proposer.

Updated Terms and conditions are as follows:

“XIV. Payments

Electronic Payment means the payment of money to a vendor by electronic means, including by means of a Purchase Card (P-card) or Automated Clearing House (ACH) funds transfer method.

Electronic Payment. In general, all compensation due under this solicitation will be made by purchase card or electronic fund transfer. Contractor must execute all documents reasonably necessary for COG to effectuate electronic fund transfers into [Vendors] bank account prior to the first billing. The required forms to be furnished upon award.”