

Questions and Answers

Request for Proposals – Public Education and Outreach Support Services

RFP Deadline: Friday, May 8, 2020 at 5:00 p.m.

QUESTION 1:

It is requested for a schedule for the completion of the project but there are several items in the scope of work that are “as-needed” or “with other news events” etc... These items of scope cannot really be shown accurately on a projected schedule, do we need to include these in the schedule or is it acceptable to only show scope items that have specific dates/times/durations?

ANSWER:

It would be good to show these “as-needed” items and “other news events” as an ongoing and constant task for each month in the schedule. Please show at least a two-year schedule reflecting one year with the LESJWA Water Summit and one year without the LESJWA Water Summit.

QUESTION 2:

The requested costing is to be for the entire project... is this for the 3-year term? And if so, do we need to break that costs down to show for each year considering that there is a \$25k max budget per year?

- a. Since there are certain scope items that undetermined in quantity, how would you like us to show ODCs? by an annual allowance or leave as TBD?

ANSWER:

The requested costs should show a cost breakdown conducted for a year with the LESJWA Water Summit and a year without the LESJWA Water Summit. Yes, we would prefer to see the cost breakdown for each year to not exceed the \$25k budget per year. For Other Direct Costs (ODCs), feel free to provide your best estimate on the number of scope items that relate to ODCs and show that cost estimate. Those costs would need to be a part of the \$25k max budget per year.