



MEMO

TO: Firm(s) Providing a Letter of Intent

FROM: Kim Hudak, Assistant Director *Kim E. Hudak*
Bureau of Materials Management and Compliance Assurance
Water Permitting and Enforcement Division

DATE: July 31, 2019

RE: RFP #DEEP-MMCA-06032019, Amendment 1
Questions and Answers

Question 1. When will the Proposer's conference be held? The RFP notes that it is scheduled to be held the week of July 22.

Answer to Question 1: The Proposer's conference was not held during the week of July 22 due to scheduling conflicts. You will be contacted in the next several weeks (as described in Section 8 of the referenced RFP) so that the Department can arrange for a date and time to meet with you.

Question 2: The RFP states a Proposal shall "...be not more than 20 pages in length, including any attachments" and to "display page numbers at the bottom of each page" and "proposals and attachments be copied double sided." Does this mean we will have only 10 pieces of paper double-sided for 20 pages, or can this be 20 pieces of paper double sided which is really 40 pages of information? Also, are the front cover, cover letter, and table of contents included in the 20 page allowed maximum?

Answer Question 2: The maximum length of the Proposal has been increased from 20 pages to 150 pages to allow for all required information to be included. Therefore, Section 6D of the RFP now reads: "... (4) be not more than 150 pages in length, including any attachments..."

Question 3: When the RFP indicates that the Proposal has to be stamped 4:00 P.M. on August 19th, is that the stamp upon arrival at your office or stamped as having been mailed out to you by that time?

Answer Question 3: The Proposal has to be received by our office by 4:00 P.M. on August 19, 2019.

Question 4: Does the 20 page limit include the title page and all CVs/resumes?

Answer to Question 4: The length of the Proposal has been increased from 20 pages to 150 pages. The 150 page limit includes ... "...any attachments".

Question 5: Can we include support people that are not key personnel?

Answer Question 5: Support people can be included.

Question 6: Can an entity that did not submit a Letter of Intent submit a Proposal?

Answer to Question 6: No. Section 4 of the referenced RFP states that "A Proposer intending to respond to this RFP must complete and submit a Letter of Intent...not later than July 8, 2019 at 4:00 P.M."