



**City of Tacoma
City Manager's Office**

**Disaster Debris Monitoring Services
RFP Specification No. ES21-0657F**

QUESTIONS and ANSWERS

All interested parties had the opportunity to submit questions in writing by email to Tad Carlson by 3:00 pm on November 29, 2021. These are provided below and posted to the City's website at www.TacomaPurchasing.org. Navigate to *Current Contracting Opportunities / Services*, and then click *Questions and Answers* for this Specification. This information IS NOT considered an addendum. Respondents should consider this information when submitting their proposals.

Question 1: Are tab dividers included in the 40-page limit?

Answer 1: *No*

Question 2: Would the City of Tacoma accept a non-audited financial statement?

Answer 2: *We would accept the most recent 3 years of business tax returns with supporting schedules. See Addendum No. 1.*

Question 3: Would the City of Tacoma accept an independently reviewed financial statement in lieu of an audited financial statement?

Answer 3: *See response to Question #2.*

Question 4: On pages 12 and 13 of the RFP under sections 12.8.1, 12.8.2 and 12.10.1, respondents are asked to include a pre-event planning timeline, operations plan and budget, and a list of all existing contracts the consultant has in the continental United States, respectively. Considering the potential length for each of the listed items, will the City consider removing these sections from the page requirement?

Answer 4: *No, but we have allocated additional pages for these items. See Addendum No. 1.*

Question 5: Are vendors required to include all costs (including ADMS costs) within the hourly rates proposed or can a separate hourly rate for ADMS be proposed?

Answer 5: *The City assumes the firms submitting proposals for this work have ADMS systems already in place so including them in the labor costs would not be appropriate. If additional costs are deemed necessary for a selected proposer these costs will be discussed at the time of contract negotiations/execution.*

Question 6: Are vendors allowed to no-bid certain line items or must pricing that is deemed to be fair and balanced (commensurate with the position proposed) be proposed for every line included on the pricing sheet?

Answer 6: *Section 12.11.2 indicates submit hourly billing rate schedule for all required staff that will be assigned to work on this Contract.*