

JUNIATA/ PERRY CAD RFP ADDENDUM # 1

QUESTION 1: RFP Section 1.1 states the “Electronic Response Form” is not to be inserted into the RFP response, but RFP Section 11.3 states the “Proposal Response Sheet” should be the first page of your written response. Are these the same document? If so, please clarify your expectations of where the Response Forms/checklist should be inserted.

Also related, in RFP Section 11.3.2.e, please confirm that a statement verifying completion is satisfactory and not intended for the Response Form to be inserted here.

Response: *A word version of the RFP will be placed on the website and will also be provided via email with this addendum for vendors to respond with their project understanding. This word version can be inserted into your response, after the cover page.*

Proposal Format:

1. *Cover Page*
2. *Proposal project understanding (word version)*
3. *Functional Requirements Spreadsheet*
4. *Additional Response/details you wish to provide*
5. *Separate sealed envelope – Cost Proposal*

QUESTION 2: RFP Section 8.36.3: There’s mention of Mandatory and Important Priority Codes; however, the Specification shows Highly Advantageous and Advantageous. Please clarify if the same definitions apply.

Response: *Highly Advantageous is equal to the Mandatory definition
Advantageous is equal to the Important definition*

QUESTION 3: RFP Section 9.2.8: Please clarify that a 10% Bid Bond is required with the bid.

Response: *Yes, a 10% bid bond is required with your submittal proposal.*

QUESTION 4: RFP Section 10.2.1: There’s mention of Microsoft Excel versions of the three forms; however, the website provides a PDF with fields for the Response Form (RFP). Please confirm we are to respond using the fields in the PDF and no Excel file has been provided/is required.

Response: *Vendors shall use the excel functional specifications form and costing sheets.
Vendors may use the word version of the RFP for their response. All three primary documents will be placed on the county website:*

1. *RFP word document*
2. *RFP pdf document (the RFP pdf document is the official RFP document),*
3. *Excel specifications and costing sheets*

QUESTION 5: The deadline for submitting questions is June 12th. Responses to questions will be posted by June 19th, which is the proposal due date. Could there please be at least a 15-business day extension of the due date, so that we have time to review your answers and appropriately complete the RFP?

Response: *While that is the stated deadline for questions, we intent to issue addendums as necessary throughout, so **No** extension will be granted.*

QUESTION 6: We are not supposed to insert our answers into the RFP itself, but on the electronic response forms. We only see one answer form online, which is dealing with the

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technical specs. Are you guys going to be putting up the form to answer the RFP questions that begin on page 2?

Response: See response to Question 1.