

10/25/17

TO: ALL OFFERS

FROM: Ed Synoski
Principal Planner

SUBJECT: ADDENDUM TO INVITATION TO BID
CONTRACT NO. NAT 17002 –DEC_EEAC_CONSULT
Energy Efficiency Advisory Council (EEAC) Consultant

ADDENDUM # 1 Q&A

Question Number 1

Section Number: III-B

Paragraph Number: 2

Page Number: 4

Text of Passage Being Questioned: "2. Hourly rates, costs, and other information provided in the financial proposal."

Does the above RFP requirement mean that the financial proposal only needs to include hourly rates and other types of costs (e.g., travel) that are not included in hourly rates? Or should the financial proposal include a full annual budget?

Answer: The financial proposal should include a full annual budget.

Question Number 2

Section Number: D-3

Paragraph Number: a.

Page Number: 14

Text of Passage Being Questioned: "The term of the contract between the successful bidder and the State shall be for three (3) years with two optional extensions for a period of one (1) year for each extension."

If the financial proposal should include a full annual budget, should we propose annual budgets for the entire three-year contract term, or just the first year?

Answer: Annual budgets should be proposed for the entire three-year contract term.

All other terms and conditions remain the same.

If you have any questions, please contact me at 302-735-3358 or edward.synoski@state.de.us