

RFP Questions
Contract Number NAT20001-AIRQUALITY:

Draft Responses

1) Section IV (B)(5), page 5: Please confirm that the proposal bid price as quoted for two years with an optional one year extension remains fixed at least through April 2021. Will the awarded contract be a reimbursable time and materials or a fixed-price contract?

Response: The proposal price quote must remain fixed through April 2021. Pricing for subsequent years will be part of the contract negotiations with a successful bidder.

2) Section V (4)(a), page 14: Will the term of the contract be two years with an optional **one** year extension rather than **three**?

Response: This is a two year contract with the option for three, separate, one year extensions.

3) Section V (8)(g)(3), page 18: Given the nature of the work for this RFP what will be the specific insurance requirements? If the commercial general liability limits are \$1,000,000 per occurrence/\$3,000,000 per aggregate, will the State of Delaware accept commercial general liability limits of \$1,000,000 per occurrence/\$2,000,000 per aggregate with excess liability coverage of \$9,000,000 per occurrence and \$9,000,000 per aggregate?

Response: Please identify this in Attachment 3 as an Exception. It can be considered when reviewing your proposal response. Refer the Request for Proposals, page 10 paragraph 23, and Attachment 3 on page 35.

4) Section V (8)(m) 2nd paragraph, page 21: Will the payment schedule based on defined and measurable milestones be developed once the contract is awarded or as part of the proposal?

Response: Costs and payment schedules will be consider as part of the contract negotiations with a successful bidder.

5) Section VI (1) first paragraph, page 30: Will an email request and approval be acceptable as written permission of the State of Delaware with regard to press releases or public disclosure?

Response: It can be as an approval method, however additional information or activities may be needed based on the nature of the press release or disclosure.

6) Appendix B, Scope of Work and Technical Requirements, Task 2, page 43: Should the price proposal be based on services through 2022 (as stated earlier in the proposal) or 2023?

Response: As Identified in the Scope of Services, the proposal should be based on services through September 2022.

7) Appendix B, Scope of Work and Technical Requirements, Task 4, page 43: Will the vendor be required to present the annual report in person each year?

Response: A written report with supporting data, transmitted electronically, will meet this requirement.

8) Section III, Required Information, page 2, states: “The following information shall be provided in each proposal in the order listed below.” This order is unclear; for example, Section A.2 is duplicative of Section B, and Section A.4 is not required at the proposal stage. Would it be acceptable to follow the order prescribed in Appendix A (“Minimum Mandatory Submission Requirements,” page 42) instead?

Response: Section B identifies the requirements referenced in A2. A4 is notice the insurance requirements would be needed if selected for award. Thank you for prompting the clarification. Please do use Appendix A as a reference when preparing your response.

9) Appendix B, Task 1, page 43: Should the database contain information on meteorological model output, air quality model output, or both? Should the data be presented as a shared spreadsheet (e.g., Google spreadsheets), delivered as an Excel or other file, or presented on a website?

Response: This information should include both sets of outputs. An Excel database is acceptable, but any online access to such data (such as Google Spreadsheets) would be useful, as well.

10) Appendix B Task 3, page 43: What is the preferred way to deliver the database? Would any of the following be acceptable, a shared spreadsheet (e.g., Google spreadsheets), an Excel or other file, or on a website?

Response: An Excel database is acceptable, but any online access to such data (such as Google Spreadsheets) would be useful, as well.

11) Table 1: Pricing Schedule, page 44: Please confirm that the row labeled “Task 5” in the table should be corrected to read “Task 4”.

Response: Correct. Table 1, Task 5, should be identified as Task 4.