ATTACHMENT 8.5

AMENDMENT 1

COUNTY RESPONSES TO QUESTIONS AND COMMENTS

ECONOMIC DIVERSIFICATION STUDY
RFP #T099-0201-13

In accordance with Section 3.3 of the Request for Proposal (RFP), the County provides the following responses to questions received in regards to RFP #T099-0201-13, Economic Diversification Study Project (EDSP).

ITEM	REFERENCE SECTION	QUESTION OR COMMENT	COUNTY RESPONSE
1.	4.3	Is there a prescribed budget range for this scope of work?	Funding for the EDSP is provided by a grant from the Office of Economic Adjustment. No additional Solano County funds will be applied to this project. Solano County secured a grant of $369,860 from the Office of Economic Adjustment, which includes but is not limited to, the budget associated with this RFP.
2.	4.3	With the understanding that funding for this project is derived from an Office of Economic Adjustment grant, what portion of the grant has been allocated for this study?	The entire grant amount, subject to reimbursement requirements of the grant, is dedicated to the delivery of the EDSP, which includes the firm selected to be the project manager, any sub-consultants, and all costs associated with delivering the project to fruition, such as facility rentals, document printing, Web site development, etc. It is anticipated all costs associated with the complete delivery of this project will be identified and included in the RFP response.
3.	1.2	The RFP notes that "the selected firm shall serve as the County's overall project manager for the Economic Diversification Study Project. The firm shall work as an extension of the County Administrator's Office, who will serve as the grant administrator for this project funded by the U.S. Department of Defense, Office of Economic Adjustment. "What exactly is meant by the term "extension"?	The selected firm will be engaging the community and making presentations at public meetings as part of the EDSP. In this regard, the selected firm will be acting as a representative of the County Administrator's Office that is administering the grant.

4.	1.2	Is the selected firm expected to have a permanent presence in Fairfield in serving as an extension of the County Administrator's Office?	The selected firm is not expected to have a permanent physical presence in Fairfield.
5.	1.2	Do you have an estimated staff level of effort for this project?	County has an in-kind match of staff time for the grant. The County's Project Leader will support the project by providing senior management oversight of the project, including monitoring project status/progress, approving reports prepared by the consultant and grant administrator, and participating in meetings established by the consultant as necessary. This is estimated at 92 hours over the grant period. The County's Grant Administrator is the primary project liaison. The duties include attending meetings established by the consultant as necessary, reviewing/critiquing reports received from the consultant, preparing grant performance reports and reimbursement requests. This is estimated at 425 hours over the grant period.
6.	4.2	How is the County coordinating with the seven cities within the County and/or what is the County's expectation with regard to the selected Consultant/ Consultant Team working with the cities throughout the duration of the project?	The coordination and involvement of the cities in this project will primarily be a function of the Consultant/Consultant Team, with guidance and assistance from the Leadership Group and County staff.
7.	4.2	To what extent should strategies for economic diversification relate directly to individual cities in the County?	The objective of the project is to develop a countywide strategic approach to diversify the economic base. Recommended city-specific actions and/or strategies should be focused on efforts that enhance the countywide strategic approach.
8.	4.3	Do you have a preferred contract type: time and materials or fixed price?	Due to the reimbursement requirements of the grant (Federal Procurement Regulations, 32 CFR 33.36), the County prefers a fixed-price contract that focuses on the delivery of the complete EDSP objectives as outlined in the Proposed Scope of Work. That said, the Proposer must provide cost information for each task and sub-item identified in the Proposed Scope of Work.