

**DNR & DEQ ANSWERS TO PROPOSERS QUESTIONS
RFP No. 3000003555
“Accounting Services for Disaster Recovery”**

DNR & DEQ’s answers to the following questions are intended to provide information to potential proposers questions to RFP No. 3000003555.

Questions and answers that may potentially result in the disclosure of information from proposals of competing bidders will not be published.

Question 1: List of Items, Schedule of Requirements, Scope of Work, Terms of Reference, Bill of Materials required.

DNR & DEQ’s answer: These items may be found in RFP Attachment 1, Scope of Services, Section 2.0 Contractor’s Tasks, Section 4.0 Project Schedule, Section 5.0 Minimum Qualifications of the Contractor’s Personnel, and Section 6.0 Project Management.

Question 2: Names of countries that will be eligible to participate in this tender.

DNR & DEQ’s answer: *This is open competition, not limited to companies based in any particular country(s). In accordance with RFP Section 7.1, any corporation must have a certificate of authority to transact business in Louisiana from the Louisiana Secretary of State.*

Question 3: Information about the Tendering Procedure and Guidelines

DNR & DEQ’s answer: Procedures and guidelines are governed by Louisiana Revised Statutes 39:1551-1755 and Louisiana Administrative Code Title 34, Part V.

Question 4: Estimated Budget for this Purchase

DNR & DEQ’s answer: *This information cannot be released during the advertisement period, as it could compromise the RFP process with regard to competitive price proposals.*

Question 5: Any Extension of Bidding Deadline?

DNR & DEQ’s answer: *Proposal due date and time are unchanged and remain as indicated in the original RFP.*

Question 6: Any Addendum or Pre Bid meeting Minutes?

DNR & DEQ’s answer: *This Question & Answer document is the only addendum. There were no pre bid meeting or minutes.*

Question 7: What is the estimated budget for this project?

DNR & DEQ's answer: *Same as answer to question 4: This information cannot be released during the advertisement period, as it could compromise the RFP process with regard to competitive price proposals.)*

Question 8: What (was) this RFP put out before? If so, when and why was is (it) cancelled?

DNR & DEQ's Answer: This RFP was advertised in July 2014, RFP No. 2011-14-02, and was cancelled due to a technical error. The Agencies wanted to award multiple contracts from the RFP, but RFP No. 2011-14-02 only allowed the award to one Contractor.

Question 9: What was the hold up on reissuing it back out?

DNR & DEQ's Answer:

Question 10: Section 5.A.4.a.i states that the "proposer should prepare a scope of services which specifically responds (in order listed) to each item specific in Attachment I (SOS)". However, Attachment I includes sections that do not appear to require a response, specifically: 1.0, Goals and Objectives; 3.0, Performances of Task Order; 6.0, State's Responsibilities; and 7.0, Monitoring and Methods to Measure Performance. Please clarify which items in Attachment I should be included in the proposal.

DNR & DEQ's Answer: The Contractor should address items in 2.0 Contractor's Tasks and 4.0 Deliverables.

Question 11: Section 5.A.8 states that the proposer's insurance certificate is not required for submittal. In that case, does the proposer need to include a response to Section 5.A.8 in the Volume I, Technical Proposal?

DNR & DEQ's Answer: It is not a requirement that a response is included in the proposal. The Certificate of Insurance should be submitted when the successful contractor mails the signed contract back to each Agency.