

RFP#DEEP-MMCA-SERC-02222016

Answers to Questions Received

1. Q - What are the top 15 municipalities that are on the top of DEEPs list to be reviewed?
A - The RFP states “These designated plans and associated LEPCs will be identified by the SERC.” The SERC will provide a listing of selected LEPCs to the awarded contractor.
2. Q - Can DEEP provide a sample of a past EPCRA review report to provide an understanding of the level of detail is DEEP looking for in the review
A - The desired goals and objectives of this project are stated in the posted RFP, each interested firm / contractor may have and/or employ different methodologies to attain to project goals in their submitted proposal. Due to the nature of the project, coupled with the voluminous amounts of information, DEEP will not post this information. Appointment requests from interested parties to view information from previously selected vendors will be readily accommodated.
3. Q - Can we assume that the Emergency Response Plans to be reviewed will be provided electronically or will it be necessary to view the plans at the LEPC office?
A - The SERC will prepare a letter introducing the contractor to the specific LEPCs selected for this project. On similar type projects in the past, LEPCs have shared all documents electronically with the firm / contractor, while other LEPCs have asked the firm / contractor to view these materials in an office setting.
4. Q - Could you provide a list of consultants that have provided these services in the past?
A - DEEP would defer to the response from question 2, prior projects may reviewed by appointment.
5. Q - We have some questions regarding the Terms & Conditions attached to the RFP and would like to propose language intended to be mutually beneficial to both DEEP and the consultant. Are the terms and conditions negotiable?

A - Contract terms and conditions are standard for these type of projects. Any proposed terms and conditions language changes will be reviewed for consistency with state procedure and policy.

6. Q - On RFP page 4, under section 1.A.6.1.b. "Presentation" item v. states that a copy of the presentation is required to be provided on CD. There is no mention of delivery of handouts to attendees during the tentatively scheduled presentation meeting on September 8, 2016. Is the DEEP requiring the delivery of handouts for the presentation?
- If so, please specify the required format and the number of copies.

A – Yes. In RFP 1.A.6.1.a. Final Report section describes the format and the number of paper copies that will be required. These report copies will be distributed on the day of the presentation to the SERC.