



CITY OF GALVESTON – RFP # 22-09 Consulting
Services for Resident & Customer Satisfaction
ADDENDUM # 1 General Questions and Answers
[Click here to enter text.](#)

Date: 8/3/2022
To: Prospective Proposers
Subject: Addendum No. 1
Question and Answers

This addendum forms part of the proposal and contract documents and modifies the original solicitation documents dated 7/14/2022. Acknowledge receipt of this addendum in the space provided below. FAILURE TO DO SO WILL SUBJECT OFFEROR TO DISQUALIFICATION.

Question 1:

Our firm, like all the others that will reply to this RFP, are small businesses that do not disclose our financials.

1. Will the City waive the requirement to disclose annual revenue?
2. Will the City waive the requirement for financial statements and ratings since small businesses do not have these?

Answer 1:

1. Yes
2. Yes

Question 2:

1. Is this RFQ intended to pre-screen and select vendors who will then go on to submit proposals for a resulting RFP?
2. Or, will vendors who do not submit a proposal to this RFQ be eligible to submit a proposal once the RFP is available?

Answer 2:

1. No
2. Yes

Question 3:

1. Which, if any, previous awardee(s) have there been at COG for similar services?

Answer 3:

1. None



Question 4:

1. Was the pre-conference meeting mandatory in order to submit a proposal for this RFQ?

Answer 4:

1. No

Question 5:

1. Is travel required or will virtual meetings be sufficient?
2. Is there a budget for travel costs?

Answer 5:

1. Yes, Yes
2. To be determined

Question 6:

1. If we submit a proposal alongside another company, do both companies need to acquire the outlined insurances or just the primary Company.

Answer 6:

1. Primary Company

Question 7:

1. Do the outlined insurances need to be in place at time of proposal submission or ahead of contract award.

Answer 6:

1. Upon Contract Award.

Question 8:

1. Will you consider an out-of-state agency?

Answer 8:

1. Yes

Question 9:

1. What is the budget allotted for this project?

Answer 9:

1. To be determined



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I hereby certify receipt of this addendum and have incorporated its information or changes in preparation of my submittal.

Authorized Signature

Date

Printed Name

Company Name

A COPY OF THE ADDENDUM MUST BE SIGNED AND RETURNED WITH YOUR PROPOSAL