

Hancock County Port & Harbor Commission

Request for Qualifications

Environmental Compliance Self-Assessment & Management Plan

Questions & Answers from November 16, 2017 Call

Question 1: While the RFQ directs Offerors not to submit pricing information, under the Subsection titled “Project Staffing”, the Offerors are directed to “Indicate the total number of anticipated hours will be dedicated to the project by the project manager and each staff member.” Does the Commission intend to use these estimated hours to determine pricing?

Answer: The anticipated hours is not intended to be a binding estimate by the submitter. The anticipated hours will provide the Commission with a better understanding of the Offeror’s view of the project and will also help the Commission in managing its budget for the Environmental Compliance Self-Assessment & Management Plan. After a selection is made based on qualifications, a more detailed scope of work will be negotiated between the parties. Any contractual limits on hours or not to exceed pricing will be addressed during such negotiations.

Question 2: Will the Offerors be expected to issue any affidavits, or otherwise make representations regarding compliance by the Commission with the statutory and regulatory obligations imposed as a result of the various grant agreements to which the Commission is a party?

Answer: Any affidavits or averments or representations regarding compliance will be made by the appropriate officer or executive of the Commission. The Environmental Compliance Self-Assessment & Management Plan will be a primary tool the Commission uses to support and justify any such affidavit, averment, or representation.

Question 3: In the subsection titled “Subcontractors”, there is a reference to “subsection (h)” above that appears to be incorrect. What is the proper reference?

Answer: The reference should be to “subsection (c)” immediately above, which is titled “Project Staffing”. Per the section titled “Project Staffing”, the Offeror must “[d]iscuss the organization of the team, reporting lines and areas of focus for each individual team member.” For each subcontractor listed, the Offeror should indicate the work they each are responsible as set forth in the provided “organization of the team, reporting lines, and areas of focus for each individual team member.”

Question 4: For the third item under the scope of work, the Offeror is to conduct an inventory and obtain copies of water and air permits from tenant activities (through MDEQ databases) and summarize any potential issues of concern. Are site visits or any other interaction with tenants anticipated?

Answer: The Commission will provide a list of tenants and would expect addressing tenant activities to include review of state records, potentially site visits, interviews of tenants, and/or other activities. The Commission will be looking for Offeror’s submittals to provide guidance as to the best approach to identifying, assessing, and responding to any potential environmental issues tenant activities might present to the Commission.

Question 5: Is there a page limit for the submittal?

Answer: There is no hard page limit for the proposal. It is the Commission’s expectation that the RFQ can be adequately responded to in 15 pages or less.