

Minutes of E-mail questions

PART 1

Questions/Answers for #1 to #8

Final Q & A will be posted by August 16, 2019



REQUEST FOR PROPOSALS (RFP) #UASI 18-02

UASI Regional Training and Exercise Program Administration

E-Question period:
July 17, 2019 – August 2, 2019, 12:00 P.M.

1. Please confirm that the goal is to have representatives from ALL of the agencies, organizations and disciplines listed in A.1. participate in the Training and Exercise Workgroup meetings.

Answer:

Confirmed. These agencies, organizations, and disciplines may be represented by liaisons as appropriate. It is the intent of the Program to conduct an inclusive and transparent process with Bay Area stakeholders to prioritize training courses and exercises as funded by the Program.

2. Can you provide a copy of the current Bay Area UASI Training and Exercise Plan?

Answer:

See attached "RFP UASI 18-02 QA#2" for the latest Multi-Year Training & Exercise Plan.

3. Who is responsible for completing the Environmental Historic Preservation requests and ensuring EHP permissions are in place before an exercise conduct?

Answer:

The selected proposer (Program Administrator) shall be responsible for completing the Environmental Historic Preservation (EHP) requests on behalf of the Bay Area UASI, and must communicate and work with the UASI Compliance Officer and the designated UASI Program Manager in a timely manner in ensuring the EHP permissions are in place before an exercise is conducted.

4. The first bullet of Paragraph 4. Administration of regionwide exercises states, "*Per HSEEP and the regional multi-year training and exercise plan, establish exercise planning teams for each identified exercise. Members for these exercise planning teams should come from the Regional Training & Exercise Work Group and be augmented as appropriate based on the focus of each exercise.* How and by whom will the design, development, conduct, and evaluation be accomplished for these exercises?

Answer:

Proposers are invited to submit this information. Design, development, conduct, and evaluation may be accomplished by the selected Proposer's (Program Administrator's) team and/or a subcontracted entity(ies) as appropriate.

5. Please confirm the selected consultant firm is responsible for providing the staff to facilitate exercise planning meetings, design, conduct, and evaluation of at least one major regionwide multi-discipline exercise to test Bay Area wide training and exercise objectives. Does this requirement assume that the selected consultant firm will provide ALL of the control staff (e.g. controllers, evaluators, and simulators) to conduct the regionwide exercise?

Answer:

Proposers are invited to submit this information. Design, development, conduct, and evaluation may be accomplished by the selected Proposer's (Program Administrator's) team and/or a subcontracted entity(ies) as appropriate. The Program Administrator will be expected to work with the exercise planning team to ensure all exercise needs / logistics are met.

6. Paragraph 7.b states *Describe in detail how allocated dollars are proposed to be utilized?* Please explain what information is being requested?

Answer:

Please refer to "4. Budget Proposal" (page 13) of the RFP for the evaluation criteria. The proposer is expected to provide a detailed budget worksheet of estimated costs for each of the

six (6) service areas identified in Section II. Within the service areas, a detailed description of budget narrative shall explain how the budget funding is utilized. The selected Proposer (Program Administrator) will be expected to work with the Training and Exercise Workgroup to define a balanced approach to utilizing the total proposed budget across multi-discipline public safety training, community preparedness activities, and exercises. Once the proposal is accepted, the proposed budget will be open for negotiation and susceptible to change based upon conversations with the Workgroup.

7. Who will issue contracts or purchase orders for approved preparedness training courses? Who will pay the consultants that provide preparedness training courses?

Answer:

The UASI Regional Training and Exercise program is funded by a reimbursement-based grant. The selected proposer (Program Administrator) shall issue contracts and/or purchase orders for approved preparedness training courses and disburse payments accordingly. In turn, the Program Administrator shall invoice the Bay Area UASI for the expenditures along with the required supporting documentation.

8. We are interested in potentially teaming for this effort. Is there a list of pre-qualified firms that are eligible for this opportunity that we may be able to see?

Answer:

There is no list of pre-qualified firms for the services outlined in this RFP. This program definitely encourages collaborative work. The proposal may include anticipated tasks that are to be rendered through subcontract(s).