



**Request for Proposal**

**Consulting Services for Oversight and Compliance in Connection with the American Rescue Act of 2021 and Other Related Grant Funds**

**Q & A**

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- 1. *Are there any forms that need to be signed? And if so, where are these documents located?***

Please note that the RFQu has been revised to a Request for Proposal (RFP) solicitation process. Your proposal will be evaluated on the revised criteria pursuant to [Addendum 1](#).

Based on the revision, you will need to acknowledge the addendum via form- [Exhibit C](#).

- 2. *Does my company need to include any certificate, licenses, or insurance documents in our response?***

Per criteria "B. Firm & Individual Experience" of Addendum 1, you can include copies of certificates and licenses pursuant to the needs of the [SOW / Project requirements](#).

Regarding insurance, submission of the certificate of insurance (COI) is not required in the proposal. However, if you are unable to meet the [City's insurance coverage requirements](#), please indicate in the executive summary information.

- 3. *Is there an RFQ number that needs to be on our coversheet?***

There is no applicable RFQu number. Submit five (5) copies of the proposal in a sealed envelope. Reference your firm's name and the solicitation title "ARPA Consultant RFP" on the outside of the envelope.

The submittal must be received no later than 10 AM, February 3, 2022 (extended deadline).

## *Purchasing Division*

- 4. *Our firm is located in Georgia and I would like to know if there is a state restriction?***

No, there is no state restriction for this RFP.