



Henderson County Finance

113 N. Main St

Hendersonville, North Carolina 28792

Memorandum To: Potential Bidders

From: Doug Guffey
Purchasing Agent

Subject: Addendum 1: Request for Proposals to Create a Strategic Plan for the Utilization of Opioid Settlement Funds

Date: October 19, 2022

This addendum forms a part of and modifies the bidding requirements, contract forms, contract conditions, and/or the specifications for the Request for Proposals to Create a Strategic Plan for the Utilization of Opioid Settlement Funds. Bidder shall acknowledge receipt of the Addendum by signature and date below. The signed addendum shall be submitted as a part of your proposal. Failure to do so may subject the Bidder to **disqualification**.

Question and Answer

Q1: What is the timeframe in which the work will be discharged?

A1: A proposed timeframe with the deliverables contained in the RFP shall be submitted in your proposal.

Q2: Is there a proposed budget or budget limit for the work?

A2: The estimated budget for this RFP is \$150,000.

Q3: Will engagement with stakeholders in sectors outside of county leadership such as behavioral health care providers, law enforcement, emergency room services, and criminal justice be required in the development of the strategic plan?

A3: Yes.

Q4: What types of contract structures are acceptable (e.g., fixed price, cost reimbursement) for this proposal?

A4: A not to exceed pricing structure is preferred.

Q5: Will Henderson County entertain offers from out-of-state consulting firms?

A5: Yes.

Q6: To what extent will this engagement be conducted in-person vs virtually?

A6: Both methods will be utilized. In person meetings will be required.

Q7: Does Henderson County expect completion of the engagement phases within a specific timeframe?

A7: A proposed timeframe with the deliverables contained in the RFP shall be submitted in your proposal.

Q8: Please advise on any page limits?

A8: There are no page limits.

Q9: Can experience in supporting state and federal agencies and private organizations in planning, implementation, and technical assistance that is not associated with County government be relevant to this RFP?

A9: Yes, examples of this expertise can be utilized.

Q10: Section 2.5.6. of the document indicates that the bidder "must supply three (3) references for similar work it has undertaken over the past three (3) years, preferably with a unit of local government. Is it permissible for the bidder to add prior experience that is older than three years, or will this work be dismissed? Will contract experience with state-wide agencies be considered?

A10: Yes, prior work can be included that is greater than 3 years old. Yes, contract experience with state agencies will be considered.

Q11: Are site visits preferred or required for the project's scope?

A11: Site visits are required.

Q12: Can prospective bidders present a project plan with a remote location as long as all specified deliverables are met?

A12: Yes. However, site visits will be required.

Signature: _____

Date: _____