

Addendum I

26-6040-01 Questions & Answers

1. INSURANCE REQUIREMENTS

The Certificate of Insurance form included in the RFP identifies the required coverage types (Commercial General Liability, Auto Liability, Workers' Compensation/Employers' Liability, and Professional Liability); however, the document does not specify minimum coverage limits for each policy type. Could you please provide the required minimum dollar amounts for each coverage category so that I may ensure my proposal reflects compliant insurance documentation? **Commercial General Liability \$1,000,000.00 per occurrence, \$2,000,000.00 aggregate, Automobile Liability \$1,000,000.00 combined single limit, Workers' Compensation statutory limit (Texas), Employer's Liability \$500,000.00, Professional Liability \$1,000,000.00 per claim, \$1,000,000.00 aggregate.**

2. STAKEHOLDER MEETINGS AND ENGAGEMENT FORMAT

Section 3.1 references a kickoff meeting with Burnet County stakeholders, and Section 3.4 references facilitating an AAR meeting or workshop described as "virtual or in-person, as directed." To help me develop a realistic project management approach and cost proposal:

a. Does Burnet County prefer conducting stakeholder interviews, focus groups, and hotwash sessions in-person or via video conference? **The first few in person then after can be virtual.**

b. Is the kickoff meeting expected to be held at a Burnet County facility? **Yes.**

c. Approximately how many stakeholder participants or agencies should we anticipate for interviews and facilitated sessions? (e.g., Sheriff's Office, Road & Bridge, OEM, EMS, community partners, etc.) **All listed looks correct assuming community partners includes cities inside Burnet County.**

3. DELIVERABLE FORMAT AND SUBMISSION

Section 4 references an "optional executive briefing or presentation of findings." Should proposers include pricing for this as a separate line item in the cost proposal, or is it expected to be included within the base scope? **All the cost in the base scope of work.**

4. Can the County please confirm that a Bid Bond is not required for this proposal, as referenced on pages 31 and 32 of the RFP? **Correct this is not required for this project type.**

5. Please confirm that proponents are permitted to use electronic signatures, such as DocuSign, for the required forms. **Yes, that is acceptable.**

6. Is the included COI form required, or may a proposer include a copy of their COI to satisfy requirement? Also, the form refers to Section 5.3, Supplemental General Conditions, there is no such section included in this RFP. **You may include a copy of your COI. You can disregard mention of section 5.3.**

