



COORDINATING COMMITTEE

**PUR-1541  
ADDENDUM NO. 4  
REQUEST FOR PROPOSALS  
REGARDING QUALIFICATIONS AND EXPERIENCE/TECHNICAL  
AND  
PRICE PROPOSALS  
RADIO CONSULTANT**

**DATE: Tuesday, May 24, 2022**

**BIDS DUE: Wednesday, June 8, 2022  
4:00 P.M.(EDT/EST)**

To Bidders:

This Addendum is hereby made a part of the Contract Documents on which all proposals will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Proposal Form. This Addendum consists of two (2) pages.

**NOTE: All Bidders must enter the Washington County Administration Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible and must use the elevator to access the Purchasing Department to submit their proposal and/or to attend the Pre-Proposal Conference. Alternate routes are controlled by a door access system. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include but are not limited to: Weapons of any type; Firearms, ammunition, and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace or any other chemical defense sprays; and Illegal substances.**

**ITEM NO. 1:** *Inquiry:* According to Addendum No. 3, the County has chosen to retain the Liquidated Damages section in the RFP. Will the County accept any exceptions to missing the deliverables caused by either the County's personnel errors, a lack of response from County staff in a timely manner, or Force Majeure? Would these scenarios be considered acceptable exceptions for failure to comply with the schedule?

Response: The County will consider on a case-by-case bases of the scenarios listed.

**ITEM NO. 2:** Inquiry: On page 6, Item B-4 states: “The consultant may be required to participate in presentation(s) to the Board of County Commissioners of Washington County, Maryland.” For costing purposes, how many presentations should be assumed and are they intended to be in person or remote?

Response: For this RFP there will not be any required presentations to Board of County Commissioners of Washington County, MD. Future on-site presentations may or may not be required of the selected vendor. This will depend on whether the Board might have any questions in technical nature for the RFP recommendations/proposals for future radio systems as proposed by the consultant.

**ITEM NO. 3:** Inquiry: On page 6, Item B-5 states: “Assistance may be required by the County in the procurement and implementation of this project.” For costing purposes, what level of support should be assumed during the implementation phase – for example: Full project management; support to the County project manager; on-call support as needed?

Response: The vender is expected to support the County project manager as needed, throughout the completion of the anticipated radio system project.

**ITEM NO. 4:** Inquiry: On page 14, Item 7.2-C2 requests: “A detailed man-hour breakdown with assigned hourly rates used to establish the lump sum fees proposed under Section 4 Scope of Work above.” Should these hourly rates include travel expenses as well, or is that requirement only for “extra work”?

Response: The vender should assign their hourly rates as they see fit to cover their anticipated costs for services required of this RFP and expected support services moving forward with the radio system project.

By Authority of:



Rick F. Curry, CPPO  
Director of Purchasing