

Climate Smart Communities Adaptation and Vulnerability Assessment RFQ

Questions and Answers

1. We The RFQ outlines both a list of "Submission Requirements" as well as a list of "Submission Instructions." Which list should be followed when formatting the response to the RFQ?

Please follow submission instructions. If there are additional documents called out in submission requirements, please add those at the end in an additional documents requested appendix.

2. In the list of Submission Instructions, item 7 states "Separate price proposal itemized by phase and task." Should the price proposal be submitted separately from the technical proposal, or can all proposal components be submitted as one single document?

Yes please separate out the price proposal.

3. Is the submission required to be received as a hard copy by mail, or can it be submitted only electronically? If it is okay to submit electronically only, what email address should be used for submission?

Please send via Certified USPS Mail a hard copy and a thumb drive with a digital copy in PDF format.

4. While we understand that qualifications and task costs are required, is there an anticipated budget for the work?

It is the consultant's responsibility to prepare a budget for the project.

5. Can you confirm the MWBE, WBE, and SDVOB requirements?

Please use this link to find MWBE, WBE and SDVOB requirements, [Supplier Diversity | Department of State.](#)