



DATE: September 23, 2024

FROM: Jocelyn Brincks
Senior Statewide Procurement Officer

SUBJECT: 005-RFP -1278-2025

ADDENDUM # 1

A. Questions & Answers

The Department of Administrative Services received the following questions and requests for clarification by the due date and time listed in the Request for Proposal:

Question 1: The intent in the RFP is to select multiple firms. Has there been interest submitted by sub-applicants (schools) that indicate the demand for these services?

Answer 1: Yes. Several schools have submitted Notice of Interests to apply for BRIC funding.

Question 2: If demand has been assessed, does that data feed into the decision of how many firms will be selected?

Answer 2: Firms will be selected based on their Responses.

Question 3: How many firms do you anticipate selecting?

Answer 3: Unknown.

Question 4: The budget for Pre-Award services is set at \$40,000. Is this fee money to be per selected firm, or shared across all the selected firms?

Answer 4: The budget applies to each sub-applicant application (e.g. \$40,000 per grant application).

Question 5: If per firm, is this for Pre-Award money for each sub-applicant effort for said firm, or just per firm to be spread across X sub-applicants assigned per firm?

Answer 5: Pre-award A/E services is per sub-application.

Question 6: We reached out to Iowa HSEMD a couple years ago and at the time, they said they had \$1.5M in funds to be distributed to 99 counties. We advised our client not to pursue that money since it could hinder their timeline for getting their project done. Has FEMA funding availability changed since then to warrant this RFP?

Answer 6: Not clear what funding stream is being referenced here. This RFP is for A/E services for FEMA Safe Room sub-applications submitting under FEMA Hazard Mitigation Assistance grants.

Question 7: Is the funding workflow still: Federal earmarks money, then distributes to the states and we interact with our respective state to understand available funds? Or is there Federal money available that is only possible by applying to Federal folks?

Answer 7: Not clear what this question is asking. Iowa HSEM is the pass-through entity for FEMA awards. Selected A/E Firm would work with HSEM and the sub-applicant.

Question 8: Exhibit 1 explains that a Pre-Award project timeline would span from NTP to December 20, 2024. When is the anticipated Notice to Proceed for a selected firm?

Answer 8: Anticipated week of October 7, 2024

Question 9: This timeline is aggressive depending upon how sub-applicants are quantified and assigned. Is this the expected timeline for satisfying all sub-applicants?

Answer 9: The November 1 deadline is a soft-deadline and can be modified upon mutual agreement between the awarded Firm and the Agency. Hard deadline for the grant applications to be submitted to FEMA is mid-late February (the official deadline has not yet been released)

Question 10: Do we know the # of sub-applicants who will be immediately serviced?

Answer 10: 3 school districts preliminary identified.

Question 11: Who is responsible to act as the construction manager for Phase 2 of the project?

Answer 11: The school will work directly with the A/E Firm, perhaps through a task order off of the Master Agreement between the State and the Firm.

Question 12: What is the viability of the funding source - are funds already committed to this project?

Answer 12: HSEMD has funding available for the Pre-Award Services; Post-Award funding is dependent upon BRIC Grant Award

Question 13: Section 1.3 Project Description - The requirement is for the structure to meet 2024 IBC/IRC building codes, but the State of Iowa only requires 2015 codes be met. Are 2015 standards acceptable?

Answer 13: BRIC technical scoring is dependent on IBC/IRC adoption and enforcement.

Question 14: Section 1.3 Project Description - "Design(s) must take into consideration the inclusion of Nature Based Solutions (NBS)..." Can you expand on this? Are NBS required to be incorporated "physically in" the safe-room?

Answer 14: The inclusion of NBS in the design can be external to the structure, e.g. rain garden surrounding the structure, etc.

Question 15: Post-award services hourly rates - since we don't know the size of the shelter, or the location of the school district; this makes it difficult to provide an estimated total project hours. Can you provide guidance or additional details?

Answer 15: Section 1.1.8 of the RFP has been amended to remove the requirement for Post-Award cost proposal. Your cost proposal should include only the lump sum fee proposal for Pre-Award services. Please see Section B. of this Addendum for details.

B. Section 1.1.8 of the RFP is amended as follows:

1.1.8 Provide one (1) Cost Proposal for the proposed goods / services outlined in this RFP, with the following costs identified:

1.1.8.1 Pre-Award Services

Provide a lump sum, all-inclusive cost for Pre-Award Services.

1.1.8.2 Post-Award Services

These services may vary depending on actual scope related to specific saferooms at each location.

Pricing to be requested after grant award.

~~Provide the hourly rates, and anticipated hours by position, for all persons (including sub-consultants) that will be assigned to the project. Also provide an estimated fee total.~~

~~**1.1.8.3** Identify desired reimbursable charges (the State has limitations, per State of Iowa Accounting Policies and Procedures 210.245), and all other charges.~~

****End of Addendum 1****