

ADDENDUM NO 2
RFQ 2026-H
GRANT ADMINISTRATION AND WRITING SERVICES

QUESTIONS AND ANSWERS

1. Could the County please clarify where pricing information should be included in the proposal submission? In the Specifications, Items 4–7 require consultants to provide hourly rates and describe the proposed fee structure for grant writing and grant administration services; however, in the Submission Requirements, we do not see a specific tab or section identified for pricing. Please confirm under which tab these pricing details should be included.
 - a. **See Addendum No. 1 Question #2**

2. Please clarify the meaning of “Column 4 – the timeline from grant approval to grant closeout.” The timeline between grants approval and closeout can vary based on grant type, construction activities, funding program delays, etc. over several years. Additionally, the same firm does not always perform grant writing and grant administration. Please clarify what information should be submitted for this section.
 - a. **If you completed both grant writing and administration for the project, please provide timeline from grant approval to grant closeout; if you completed only writing or administration please include timeline of your participation.**

3. Will the County accept digitally certified signatures?
 - a. **See General Instructions to Bidders #31**

4. The scope of work appears to be for both grant writing (SOW 1-9) and post-award administration services SOW 10-17). However, the response requirements outlined on Tab 4 appear to only request an approach to grant writing. Please clarify if post-award grant management is part of this scope and whether vendors should add to their response in Tab 4.
 - a. **Please provide your approach to handling Grant Writing and Grant Administration.**

5. In the specifications section (items 4 to 7), pricing information must be presented.

However, regarding the submission requirements, there are no instructions or a placeholder for adding pricing. Please clarify where the proponent should submit pricing information.

- a. **See Addendum No. 1 Question #2**

END OF ADDENDUM NO. 2
(Please acknowledge receipt of Addendums)