

RFP B-16-10, ATTEMPT 2 – CONSULTANT AND LOBBYIST SERVICES
QUESTIONS AND ANSWERS

1. How important is it for a firm proposing on this RFP to have a former Senator or Representative? And what is the penalty (reduction of points) for not having such a member?

A: This is weighed as piece of the Organizational Experience portion of the Proposal, which in total has 400 points available. The evaluation team will use the evaluation factors, as outlined on page 27 of the RFP. Clarity, breadth and depth of engagements sighted, and perceived validity will be used to deduct points from 400 points. It will be up to each evaluation team member, their discretion and subsequent discussion of proposals to determine how points are reduced for this criterion.

2. The services requested by Eddy County & the City of Carlsbad were included in an RFP issued earlier in the year but after the Proposal Due Date the RFP was pulled from consideration. Wondering why that RFP was terminated and what are the major differences & the reason why they are now pertinent to this RFP.

A: The proposals were rejected as the Board of County Commissioners wished to see an increase in the scope of work and its deliverables; As described above the need for former Senators and legislatures was noted as well has the need for the county to be kept apprised of changes to legislation regarding more industries or services, namely, oil/gas, potash, the Bureau of Land Management and the United States Forest Service.

The Scope also now includes the need to have changes communicated to the County and City regarding the Federal Law Enforcement Training Center (FLETC) and Border Patrol Programs.

The Scope also additionally asks for the consultant to communicate the need for County and City Officials to call and/or make trips to Washington, D.C. so they may lobby on behalf of the Nuclear Industry, WIPP, the Eddy-Lea Energy Alliance, the oil and gas industry, the potash industry, the Bureau of Land Management, the United States Forest Service, FLETC, the Border Patrol and any other industry pertaining to area needs.

The Scope also added the need of the Consultant, during regular appropriation, continuing resolution and/or supplemental appropriations time(s) to will weekly update County and City officials as to any changes or budgetary cuts made to identified interests.

The Board of County Commissioners also felt the distribution of points for the evaluation factors was not dispersed correctly. Those numbers have been changed (page 26) to better reflect what the Board feels suit the need of this project. More focus has been placed on Organizational Experience and Program and Implementation scoring, while Organizational References and Cost scoring have gone down.

3. If a proposer for this engagement is two firms in partnership for the specific purpose of responding, do you require four references for each firm or 4 references overall?

A: As this RFP specifically asks for four references (as described in the Evaluation Factors) and that References are weighed at ¼ of the total points for that factor (so 37.5 points are available for each received reference) the County wants only four references. If this is a partnership, the county finds 2 for each firm acceptable. Please ensure References clearly mark which firm is being evaluated. As a reminder, those references must be sent directly to the County and not you, the potential offerors.

4. In the area of financial stability, if a proposer is a private firm and not a publicly operated firm then a financial audit is normally not accomplished since those types of audits are relatively expensive. Will a Profit & Loss Statement and similar financial 'tools' be sufficient?

A: Offerors **must** submit copies of the most recent years' independently audited financial statements and the most current 10K, as well as financial statements for the preceding three years, if they exist. The submission **must** include the audit opinion, the balance sheet, statements of income, retained earnings, cash flows, and the notes to the financial statements. **If independently audited financial statements do not exist for the Offeror, the Offeror must state the reason and, instead, submit sufficient information (e.g., D & B report) to enable the Evaluation Committee to assess the financial stability of the Offeror.** Refusal to provide financial stability information as solicited above will result in rejection of Offeror Proposal.

That said, if not providing information such as a D&B report, or the information solicited above, the decision to accept a Proposal submitting a Profit & Loss Statement or other information is up to the Evaluation Committee judging received proposals. The County and City desire to assess the financial stability of Offerors.