

Stormwater Grants RFP Questions

City of Madison, WI

Questions received by: 4:00 pm May 17th, 2021

Answers posted by: 4:00 pm May 19th, 2021

1. Paragraph 2.4 "Stormwater Infrastructure Design" states that, "The award of the grant to the City does not indicate the grant Consultant will be awarded the design contract for the project." If selected for the Stormwater Grant services, would this reflect negatively upon us for other work bid to the City? Would our scoring matrix be effected because we already have x amount of contracted work?

While we know that supporting this effort does not guarantee any future work, we are hoping to understand if providing these services might preclude the selected firm from bidding on any future work?

No. Award of the Stormwater Grants Contract will not negatively affect other project solicitations by the City. The purpose of this statement is clarify that successful grant applications do not guarantee a sole-source design contract for each project a grant is obtained for.

2. Is the city committed to conducting grant research only once/year, or could this task be performed on a quarterly basis, to ensure that different grant cycles are captured and new funding opportunities are discovered?

The City is not committed to conducting grant research only once per year. The intent is that as funding opportunities become available, the grant consultant would make the City aware at that time.

3. If the research is once/year, does the city have a time that they would like the research to occur, or can the consultant make that determination?

See #2 above.

4. Will the selected contractor have a specific point person at the city to work with on all opportunities, or will it vary depending upon project details?

Caroline Burger will manage the overall grant project. The project manager for the individual infrastructure projects will be the point person for the grant for the specific project, with Caroline providing oversight/assistance as-needed.

5. Section 2.1 - Fee range - is this the anticipated amount of the grant requests? Or is this the fee for the consultant for each grant application?
Is the \$75,000 annual budget identified inclusive of Grant Drafting expenses or will additional budget be available for specific grant applications?

\$75,000 is the annual budget for the total grant request/grant application project, including research and drafting of individual grants. Should promising funding opportunities become available where the applications will exceed the \$75,000 per year budget, the City can explore amending the budget, but budget extension is not guaranteed. If budget extension is not an option, the grant will not be applied for.

6. Is there an estimate of how many grants per year the city anticipates submitting? Or number of grants/month?

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The City does not have an estimate of the number of grants per month or per year. The City is expecting it is dependent upon the types of funding available each year.

7. Some stormwater grant applications require or strongly suggest that some initial design and/or modeling work is done as part of the application. Does the city have in-house expertise to perform the modeling and/or design work, or would the consultant need to bring that expertise to the application?

The City has both the in-house modeling and design expertise. If City staff do not have capacity, the City anticipates outsourcing the necessary modeling and/or design. The grant consultant is not expected to have the modeling and/or design expertise, but, is expected to work with the City staff or modeling/design consultant to complete the grant application materials.

8. Can you elaborate on what you are looking for when asking for the team's understanding of which grants include Racial Equity and Social Justice elements?

The City of Madison is committed to Racial Equity and Social Justice. As such, we incorporate a Racial Equity and Social Justice evaluation in our projects. Also, our understanding is that upcoming Federal Funding will ask how projects were evaluated for Racial Equity and Social Justice. The selected consultant is expected to understand which grants include Racial Equity and Social Justice elements so that City staff can provide the Racial Equity and Social Justice analysis performed for each project.

9. Our firm is not based in Madison. While the majority of this work can be performed remotely, there may be occasions where in-person meetings or site visits would benefit the application process. Are travel expenses allowed as part of the cost proposal?

Expenses (including travel) are allowed as part of the cost proposal. It should be noted that cost is an important part of consultant selection.

10. Is the expectation that the proposal will be a single pdf with sections identified or each section will be its own document?

The intent is that proposals are a single pdf with sections identified.