



RESPONSE TO INQUIRIES

Date: February 4, 2022

PROPOSAL ID #2810

RFP #2810

GRANT CONSULTING SERVICES

**The following information is in response to inquiries received regarding this solicitation.
Any actual amendments to the solicitation will be issued via an Addendum:**

Q1. Has the County solicited for this consulting service in the past? If so, which firms have been used?

RESPONSE: No

Q2. Section 1.1 mentions “especially parks and recreation grants”. Is this the expected primary focus of the grant writing efforts?

RESPONSE: Parks and Recreation grants are a priority for the County, and will be the primary focus at the beginning.

Q3. Which departments will be involved in the selection process?

RESPONSE: County Management

Q4. How are cost proposals to be presented since the exact scope of grant writing is TBD based on needs analysis and input from County departments? Is the selection based on staff rates primarily? Can you provide additional information on what you would you like to see in the cost proposals?

RESPONSE: The County wants to see the consultant’s fees as a percentage of awarded grant funds, if possible. If not possible, please provide staff rates.

Q5. Regarding the project schedule (Tab 6), since grants to be pursued are TBD and will be determined after consultation with the County, what are the primary elements that respondents should cover in the in the project schedule?

RESPONSE: Show an example of what the monthly report (4.1 Scope of Work #5) provided to the County will look like.

Q6. Regarding fully recyclable proposal binding (section 8.0.4): What kinds of bindings has the County had the most success with or prefer?

RESPONSE: The County prefers to receive proposals in other than wire comb binding.

Q7. *What is the County's target annual budget for grant writing services?*

RESPONSE: There is no current budget. However, the amount of grants awarded will determine expenses.

Q8. *Does York County have a proposed budget for this effort?*

RESPONSE: There is no current budget. However, the amount of grants awarded will determine expenses.

Q9. *In order to provide an accurate cost estimate for grant preparation, could you provide a list of the last 3-5 grant programs the county has applied for?*

RESPONSE: The County has not previously been active in applying for grants.

Q10. *Does York County have immediate/existing needs for Grants Management services, or would this service only be provided for grants that are secured after this RFP is awarded?*

RESPONSE: The County does not currently have this need, but would anticipate this being included in the future depending on the success of the grants received.