



Questions for RFQ: Project DA-21-014

Posting Answers: April 12, 2021

Grant Writing and State/Federal Advocacy and Legislative Representation

1. Would the District be amenable to receiving proposals that only included grant writing and Federal advocacy/legislative representation? Or does a responder need to offer all three services, grant writing, state advocacy/legislative representation, and Federal advocacy/legislative representation? **ANSWER:** It is up to the proposer as to what they would like to submit for. However, as per Section 2.0 RFQ Overview, the Purpose for Proposal is: The Cosumnes Community Services District ("District") is seeking proposals from qualified professional multi-discipline firms ("Proposers") to provide (1) grant writing services; and (2) State/Federal advocacy and legislative representation ("Project").
2. Can proposers submit for (1) grant writing services OR (2) State/Federal advocacy and legislative representation, not both? Or is it preferred if a proposer can do both? **ANSWER:** It is up to the proposer as to what they would like to submit for. However, as per Section 2.0 RFQ Overview, the Purpose for Proposal is: The Cosumnes Community Services District ("District") is seeking proposals from qualified professional multi-discipline firms ("Proposers") to provide (1) grant writing services; and (2) State/Federal advocacy and legislative representation ("Project").
3. On Page 6, under number 4C, it states, "Experience with writing for FEMA grant opportunities, specifically for fire departments (SAFER, AFG, FP&S)." Is this experience preferred in a grant writing team? **ANSWER:** As per item 4C, please include the firms experience with FEMA Grants. If the firm has none, please state that in your answer.
4. On Page 5, under number 3C, it states, "Submit estimate of time commitment of core project staff as a percentage of total time for analysis and design in relation to this project." Can you please provide some guidance in terms of what analysis and design is required? **ANSWER:** We are looking to see how the proposer will meet the needs of the District. How much time does the proposer anticipate staff will be dedicated to this project? For example, how much time will be spent researching grants? meeting with District Staff? writing grants? etc...
5. On Page 7, under number 11, it states that graphs, charts, and tables should be included. Instead of moving all graphics to section 11, can these be included within the other sections? For instance, if we are describing our success rate in section 4, can we include a pie chart next to that narrative in section 4 rather than moving the pie chart to section 11? **ANSWER:** This section is there for additional information you feel is relevant to support your qualifications. You can include graphs, charts, photos, etc... in the body of the proposal as well.