



**August 12, 2022
Newberry County
Purchasing Department**

**ADDENDUM ONE
Request for Qualifications No.: 2022-8
Consulting Services for Grant Program Management and Administration**

The following questions were presented and shall be incorporated as part of the solicitation.

1. Does the County have an expected term and renewal period for this engagement? **Yes, annually.**
2. Does the County plan to have subrecipients? **No.**
3. How many grants do you expect the consultant to manage over the 5-year term? **As many as possible; however, it depends on the nature and amounts of funding**
4. Do you have a goal of the amount of grant funding you would expect to be managed? **Approximately, 3-5 million dollars**
5. Do you plan to use your current systems to track and manage the needs assessment and grants, or would you anticipate using out grants management system? **Open to suggestions.**
6. How many meetings would you expect for us to attend on a monthly basis? **Three to four per month, perhaps more during compliance reviews.**
7. Would these meetings be in person or could they be virtual? **Both could be acceptable**
8. Does the County have a dedicated team to work with the firm? **Yes**

9. Should the services also include:
- a. Documenting the current procedures designed to assess the controls over contract compliance? **Yes**
 - b. Providing an informal summary of recommendations for gaps between the compliance requirements and current procedures, as applicable? **Yes**
 - c. Assisting management with the documentation of the contractor vs. subrecipient evaluation? **Yes, if applicable**
10. Will the "Vendor Information Form" be included as part of the page count? **No**
11. Will the appendix be included as part of the page count? **No**
12. How many originals and copies are required? **One original and three copies.**

End of Addendum

 8/12/22
Crystal Waldrop, CPPB Date
Purchasing Director