

Frequently Asked Questions

1. Montgomery County has already secured counsel and consulting for their ARPA funds. How much integration will there be between the existing consultant and the new consultant? **The new consultant will be working with County staff as all work will be transitioned to the County staff at this point in time. The current consultant was only hired to do compliance review, not monitoring. All the current consultant's files will be available to the new consultant.**
2. What is the remaining ARPA unobligated dollar amount for the County as of their last Quarterly Project & Expenditure Report? **\$1.5M**
3. Can the County share its most up-to-date quarterly U.S. Treasury Report? **(see attached report)**
4. Will the selected consultant be responsible solely for the County projects or all projects going through the Montgomery Thrive Investment Initiative (joint funds and projects between the City and County)? **Monitoring on behalf of the county for any joint funds and projects.**
5. What type of organizational structure is the Montgomery Thrive Investment Initiative (e.g., 501(c)3, 501(c)(4), etc.)? **Montgomery Thrive is a joint program of the City and County. It is not its own separate organization.**
6. Who will the selected consultant report to the County, the Montgomery Thrive Investment Initiative, or both? **Montgomery County**
7. Are both County and City ARPA funds fully obligated? **The County has a remaining balance of \$1.5M of unobligated funds. The City would have to provide answers regarding their unobligated funds.**
8. Do current individual obligations use combined funding from the County and City? **Some do. Some do not. The County is responsible for the monitoring of its funding only.**
9. Do you have a confirmed project list that Montgomery Thrive Investment Initiative has already vetted, or is the usage of ARPA funds under debate? **The compliance of each expenditure has been vetted.**
10. Will there be an overlap/transition period between the existing ARPA consulting contract and the new contract resulting from this solicitation? **No**

11. What is Gaitway Solutions' scope of work related to ARPA funds? **That information will be provided to the consultant once a decision has been made.**
12. Are there other consultants providing grant administration and project management for ARPA-funded projects? **Not currently**
13. Can the County provide the evaluation and scoring criteria that it will use to evaluate the bidder's proposals? **(see the "How will funding decisions be made" section of the amended RFP).**
14. Scope of Services, Bullet Point 3 states: "Adopt procedures to help achieve compliance with applicable laws, rules, regulations, and guidance in an efficient manner." What types and number of County and subrecipient procedures will the County ask the selected consultant to develop? **It will depend on the bidder's evaluation of the current contracts and programs + consultation with the County upon being onboarded.**
15. How many subrecipient projects will the selected consultant be responsible for monitoring? **(see attached lists of ARPA funds recipients, more will be added as other programs are developed).**
16. How intensive would the County prefer subrecipient monitoring to be (i.e., only policies and procedures development or full-service desk audits, individual expenditure tracking & verification, policy investigation, policy drafting, policy training, and/or policy implementation, etc.)? **This will depend on the consultant's evaluation and recommendations to the County upon onboarding.**
17. Can the bidder's responses include landscape 11 x 17-inch paper? **yes**
18. Is the County anticipating any work to be performed on-site? **This maybe an infrequent occurrence.** If so, will the County provide office space for the selected consultant performing work on-site? **Yes**
19. Will the County provide a standardized fee schedule template to aid in evaluating pricing from multiple bidders? **(The county does not have a standardized template. However, please see the attached sample).**
20. Does the County have an existing grant data management system for collected ARPA documents? **no** If so, what system is the County using?

21. Does the County have any issues with the selected consultant adding subconsultants after the contract award? **No, if they are properly vetted by the bidder and their fees are included in the bidders submitted fee schedule.**
22. What amount of funding is budgeted for this engagement? **Cost for services will be contracted at the consultant's hourly rate.**
23. What subrecipient programs have been developed and implemented with the award of ARPA funding? **(see attached listed of funds recipients)**
24. What is the average award amount for ARPA-awarded subrecipients to be monitored? **\$2M +/-.**
25. What grant funding has the County received in addition to ARPA funding? **(see attached list of recent/current grants)**
26. Have you previously had a contractor performing this scope of work? **No**
27. How many subrecipients should we plan on monitoring **see the list of funds recipients** and how many site visits would you expect. **2 site visits should be sufficient.**
28. How many program years of monitoring would you expect? **2-3**
29. For audit prep, does the county need both financial audit and single audit prep or just single audit prep? **Single audit**
30. Would the scope include monitoring, compliance, and audit preparation for the full \$43,992.050 of SLFRF funding? **Yes, monitoring, compliance of the funded programs throughout their implementation, and audit preparation. The previous consultant provided pre-award planning, partnership and compliance review only. This RFP is for post-award work.**
31. Did the County elect lost revenue in past reporting periods? **yes**
32. Do any of the County's projects obligated include construction? **yes**
33. Has the County obligated its full allocation? **no** If not, how much does the County have left to obligate prior to 12/31/24? **\$1.5M**
34. Would the review of procurement documentation and packages be for after the procurement has occurred or before a contract is executed? Or would there be some of both? **After, the bidder is monitoring, not approving.**

35. Does the County currently have policies and procedures in place for federal funds? **yes**

36. In the Additional Information section of the RFP, we noted the County's 30% goal for the participation of minority and women-owned business enterprises (MBE/WBE) in procurements. We have also reviewed the County's MBE/WBE initiative. Could the County please clarify whether proposers are required to commit to the minimum 30% MBE/WBE participation for this RFP?

Proposers/bidders are expected to demonstrate a conservative effort met the 30% goal. Additionally, how will the County evaluate proposals that do not meet this 30% goal?

- **Documentation Review:** Ensure a good faith effort with records of outreach communications, and advertisements.
- **Outreach Efforts:** Assess the quality and extent, including use of MWBE directories and event attendance.
- **Bids Received:** Review the number and percentage of MWBE bids compared to the total.
- **Contract Awards:** Evaluate if MWBEs were given fair opportunities and fair market prices.
- **Feedback:** Gather insights from MWBEs on the effectiveness of the bidder's efforts.

37. Under Proposal Requirements, is there any page limit? **No however, please try to provide concise responses.** It just says "brief".

38. For the proposed fee structure, will labor categories and hourly rates be sufficient since there is insufficient information to determine a total cost? **yes**

39. Can the County provide the evaluation factors? (see the "How will funding decisions be made" section of the amended RFP).

40. Is the bid due by a certain time on 10/28/2024 or just by midnight? **Midnight**