



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

DATE: March 31, 2016

ADDENDUM NO. 1

TO: ALL PROSPECTIVE OFFERORS
REFERENCE: HSRFP420931
FOR: School Readiness Strategic Planning
DUE DATE/TIME: April 13, 2016 @ 11:00 a.m. EDT

The referenced Request for Proposal (RFP) is amended as follows:

1. Attachment 1 contains answers to questions received after the RFP was published on March 18, 2016.

All other terms and conditions remain the same.


Stephanie Walters
Contract Analyst



Department of Administration for Human Services
12011 Government Center Parkway, Suite 942
Fairfax, VA 22035
Phone: 703-324-5630 Fax: 703-324-7572 TTY: 711
www.fairfaxcounty.gov/admin

Addendum 1
HSRFP420931
Page 2

THIS ADDENDUM IS ACKNOWLEDGED AND IS CONSIDERED A PART OF THE
SUBJECT REQUEST FOR PROPOSAL:

Name of Firm

(Signature)

(Date)

**A SIGNED COPY OF THIS ADDENDUM SHOULD BE INCLUDED IN THE
TECHNICAL PROPOSAL.**

Attachment 1

- Q1. Item 6.4 in the solicitation states “The contractor must have completed at least one (1) strategic plan in the area of school readiness/early childhood education.” Is this an absolute requirement, or a preference on the part of the county? We are interested in this opportunity and can put in a very strong proposal, but that particular requirement is restrictive and I don’t know that we can meet it.
- A1. Yes, this is a requirement.
- Q2. We are a small business that has only been in operation for just under two years. Will the county accept experience from individual members of our team as evidence of past performance, in addition to corporate experience? E.g., if we are proposing a team member who has completed a strategic plan in the area of school readiness/early childhood education, and we can demonstrated that, would that meet the requirement?
- A2. The minimum qualifications for submitting a proposal are identified in the **CONTRACTOR QUALIFICATIONS** section (Section 6) of the RFP. As indicated in paragraph 6.1. of this section, the contractor providing strategic planning services must have at least three (3) years of experience leading strategic planning processes and engaging community stakeholders. The offeror is responsible for demonstrating appropriate experience for the aforementioned requirement, which can be based on individual team member experience. In accordance with paragraph 9.5 of the RFP, the personnel named in the technical proposal will remain assigned to the project throughout the period of the contract.