

## SOLICITATION ADDENDUM

Solicitation Number: 41-RFP2023-45JB  
Solicitation Description: Strategic Services for Broadband  
Solicitation Opening Date and Time: August 8, 2023, at 2:00 pm ET  
Addendum Number: 2  
Addendum Date: August 1, 2023

- Below are the questions received regarding this RFP and the State's responses to the questions.

### Legend to RFP Changes

- Removed text is represented as ~~strikethrough~~
- Added Text is represented as bold, underline, italic.**

	RFP REFERENCE	VENDOR QUESTION	STATE'S RESPONSE
1	2.7.3 Section 3 – Approach to Providing the Proposed Services Section 5.5 Scope of Services	Can NCDIT please clarify if this section of the response should include both the approach to providing services through tasks orders as described in Section 5.4 and the approach to providing the services included Section 5.5 Scope of Services?	Reference revised RFP document issued in Addendum 1. Vendors shall respond to NEW 5.4 -Project Organization and 5.5-Technical Approach. These are included in Section 5.0 Specifications and Scope of Work.
2	2.7.6 Separate File Upload – Cost Proposal and Financial Reports	The instructions for this section state the following: Vendors will upload in a separate file their Cost Proposal in the format requested on ATTACHMENT A: COST PROPOSAL that is obtained in the Ariba Sourcing Tool. Vendors will not include any costs elements in any of the proposal sections listed above. Attachment A: Cost Proposal does not exist in the Ariba Sourcing Tool. Would NCDIT please provide the cost proposal documentation for vendor completion.	Reference revised RFP document issued with Addendum 1. See Attachment A: Cost Proposal provided on page 20. Attachment A: Cost Proposal is revised and included with this Addendum No. 2.

	RFP REFERENCE	VENDOR QUESTION	STATE'S RESPONSE
3	4.1 Cost Proposal	Requiring vendors to provide unburdened hourly rates necessarily requires disclosure of vendor cost information. With the exception of certain contracts for US Federal agencies, such information is generally recognized in the IT services industry as exempt from review by government agency buyers due to its proprietary nature and organizational controls designed to protect it. Where requiring the disclosure of such information would have the likely effect of reducing participation and competition among vendors for these important services, would the State consider using the billable hourly rate as the evaluation criteria rather than the multiplier?	<p>Attachment A: Cost Proposal has been revised to remove the Unburdened Hourly Rate Column. Revised Attachment A: is included in Addendum 2.</p> <p>The following language at 3.4 Evaluation Criteria, page 12 of the RFP is amended as follows:</p> <p>"The Cost Proposals shall contain billable hourly rates for positions anticipated to be assigned to provide the required services. There is not a 'Total Cost Proposal' for a specific quantity of services. Therefore, the State will analyze the hourly rates to be reasonable and competitive. <del>The State will also look at the Vendors unburdened and fully burdened hourly rates, specifically the multiplier, when evaluating Cost Proposals.</del> The State may use other methods it deems appropriate to analyze and evaluate the hourly rates."</p>
4	5.5.5 Technical Approach	Section 5.5.5 states that Vendors shall include a description of each task, deliverable, and schedule for accomplishing the tasks outlined in the Scope of Services section (5.5 Scope of Services). Given the structure of the RFP is a MSA against which task orders will be issued and no specific information is provided on the timing of scope of the task orders would NCDIT please clarify or elaborate on what type of task, deliverable, and schedule information is being requested?	<p>5.5.5 Technical Approach is now 5.5 in the revised RFP issued in Addendum 1.</p> <p><b>5.5 TECHNICAL APPROACH</b></p> <p>Vendor's proposal shall include, in narrative, outline, and/or graph form the Vendor's approach to accomplishing the tasks outlined in the Scope of Work section of this RFP. <del>A description of each task and deliverable and the schedule for accomplishing each shall be included.</del> <b><u>Vendors will describe, generally, how they would approach each of the elements listed in items 5.3.1, 5.3.2, 5.3.3, and 5.3.4.</u></b></p>
5		Budget: Does North Carolina have a specific budget in mind for these services? Is there a not-to-exceed budget for services?	As this is a Master Service Agreement (MSA), the State does not have an established budget for services that may be ordered under the MSA.

6		<p>Financial Stability (RFP Section 4.3): Are there any alternatives to auditor reports that North Carolina would accept to demonstrate financial stability? These auditor reports are not a requirement for most consulting firms/firms providing advisory services and may be challenging to obtain within the proposal timeframe.</p>	<p>The RFP document is revised as follows:</p> <p>Section 2.7 Proposal Contents (page 9) is revised as follows:</p> <p><b>Section 6 - Separate File Upload of Cost Proposal and Financial Reports</b> Vendors will upload in a separate file their Cost Proposal in the format requested on ATTACHMENT A: COST PROPOSAL that is obtained in the Ariba Sourcing Tool. Vendors will not include any costs elements in any of the proposal sections listed above.</p> <p>Financial Stability (Section 4.3) – Vendors will submit the information detailed in Section <del>4.2</del> <b>4.3</b> of this RFP Document <del>along with their Cost Proposal in a separate file upload.</del></p> <p>Section 4.3 of the RFP is revised as indicated here:</p> <p><b>4.3 FINANCIAL STABILITY</b> <del>Each Vendor shall submit the following financial documentation as an attachment to its Proposal:</del> <del>a. Independent Auditor's Reports on the Statement of Direct Labor, Fringe Benefits, and General Overhead</del> <del>b. An independent auditor's report that has considered the federal government disallowed expenses.</del></p> <p><del>Financial information, statements and/or documents submitted with a Proposal shall be evaluated to determine: whether the Vendor has sufficient ability to perform the Contract; whether the Vendor is able to meet its short term obligations, debts, liabilities, payroll, and expenses; whether Vendor has provided complete, reliable and accurate financial information regarding its business operation; whether the Vendor is financially solvent; and whether Vendor has sufficient cash flow and/or available financing from a financial institution to perform the proposed contract for 60 days without receiving payment from the State. Financial information of non-public entities may be marked as confidential in accordance with the Paragraph of the</del></p>
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	RFP REFERENCE	VENDOR QUESTION	STATE'S RESPONSE
			<p><del>Instructions to Vendors entitled Confidential Information.</del></p> <p>As a condition of contract award, the Vendor must certify that it has the financial capacity to perform and to continue to perform its obligations under the Contract; that Vendor has no constructive or actual knowledge of an actual or potential legal proceeding being brought against Vendor that could materially adversely affect performance of this Contract; and that entering into this Contract is not prohibited by any contract, or order by any court of competent jurisdiction.</p> <p>Each Vendor shall certify it is financially <del>stable</del> <b><u>stability</u></b> by completing ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION. The State is requiring this certification to minimize potential issues from contracting with a Vendor that is financially unstable. From the date of the Certification to the expiration of the Contract, the Vendor shall notify the State within thirty (30) days of any occurrence or condition that materially alters the truth of any statement made in this Certification. The Contract Manager may require annual recertification of the Vendor's financial stability.</p>
7		Scope of Service, Strategic Planning (RFP Section 5.5.3): Does North Carolina have an internal deadline for submitting the BEAD 5-Year Action Plan, Initial Proposal and/or the DEA Digital Equity Plan? If yes, is it different than the statutory deadlines for those documents (around November 21, 2023 for the Digital Equity Plan and by December 31, 2023 for the Initial Proposal)?	Duplicate question. See answer to question 36.
8		Scope of Service, Strategic Planning (RFP Section 5.5.3): Does North Carolina expect the selected consultants to assist in drafting NTIA Internet for All deliverables (BEAD 5-Year Action Plan/Initial Proposal/Final Proposal, DEA Digital Equity Plan)?	Duplicate question. See answer to question 37.

	RFP REFERENCE	VENDOR QUESTION	STATE'S RESPONSE
9	In section 4.5 Vendor Experience	It mentions "legal" as part of the personnel's qualifications and experience. Please clarify what legal responsibilities, if any, are required of the assigned personnel.	Should the Vendors proposed team assigned to this engagement include members with a legal background, or who are attorneys, the Vendor will provide information as to their qualifications and experience as it relates to this RFP.
10	section 2.7.3	It wants our approach to providing the proposed services as stated in sections 5.4.1 through 5.4.5. These sections outline the "Task Order" procedure. We assume that NCDIT would also want us to provide our approach to providing the services described in the service category outlined in sections 5.5.1 through 5.5.3. Please clarify where we should include our approach to addressing the service categories versus supporting the task order process.	Refer to Section 5.0 in revised RFP document released in Addendum No. 1.
11		Will NCDIT consider adapting current programs based on the new BEAD Grant or will each be run separately?	Duplicate question. See answer to 73.
12	Section 4.1 Cost Proposal	Cost Proposal section requests only burdened and unburdened hourly billable rates. How can a vendor portray opportunities to the State that reduce the anticipated total cost for task orders based on specific domain knowledge or the use of specialized productivity-increasing tools?	Vendors will provide Hourly Billable Rates on Attachment A: Cost Proposal as amended.  Following contract award(s) the State would encourage Vendors to demonstrate how they can provide for lower cost services under a Task Order.
13	Scope of Services- six programs are identified in paragraph 1.1	Six programs are identified in paragraph 1.1 that involve active participation from many participants outside the "Division", including county, municipalities, sub-grantees, etc. Would there be task orders under this MSA for some of those entities?	There would be no contractual relationship with any other party. Task Orders may involve services related to a program for a county, municipalities, or sub-grantee but the Task Order will be with the State.
14		While not explicitly stated in this RFP, is the compilation of BEAD 5-Year Plan, Initial Proposal, and Final Proposal in the scope of this RFP or covered separately?	Duplicate question. See answer to 76.
15	Section 3.4 Evaluation Criteria	Would the state be able to provide some general weighting to the evaluation criteria vs. priority ranking?	In section 3.4 Evaluation Criteria it states under 'Evaluation Method' the State will use a narrative and by consensus method of evaluation. Therefore, no weights have been assigned to the criteria. They have been listed in their order of importance.

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16		Does the financial information requested in section 4.3 need to be submitted by the Prime vendor as well as subconsultants, or just by the Prime vendor?	Any financial information required to be submitted is applicable only to the Prime Vendor submitting the proposal.
17	Section 5.5 Scope of Services	<p>Please provide clarification of “service categories”. Section 5.5 Scope of Services includes the following subsections</p> <p>5.5.1 EVALUATION &amp; PERFORMANCE MANAGEMENT</p> <p>5.5.2 PROGRAM DESIGN ASSISTANCE</p> <p>5.5.3 STRATEGIC PLANNING</p> <p>5.5.4 PROJECT ORGANIZATION</p> <p>5.5.5 TECHNICAL APPROACH</p> <p>However, it would seem that perhaps only the first three (or maybe four) items listed above are actually considered to be “service categories”. Please clarify.</p>	The Vendor should refer to the revised RFP issued with Addendum 1. The language in question has been revised.
18	Section 5.5.5 Technical Approach	There is a requirement to provide a description of each task and deliverable and schedule for each. Does the state consider each bulleted item a task or are the items related to research, mapping, document drafting, facilitation of meetings and convenings, and stakeholder engagement also to be considering separate tasks requiring a description, deliverable, and timeline?	Refer to revised RFP document posted as Addendum No. 1. Reference 5.3.3. The items listed under Strategic Planning are tasks the State believes may be needed as part of the Vendors services. Actual tasks to be performed will be specified and agreed to at the Task Order level.
19	Section 7.10	This link listed under section 7.10 does not appear to include the Cost Proposal. Please clarify where the Cost Proposal template can be found. <a href="https://ncadmin.nc.gov/documents/vendor-forms">https://ncadmin.nc.gov/documents/vendor-forms</a> v	<p>Attachment A: Cost Proposal has been revised to remove the Unburdened Hourly Rate Column. Revised Attachment A: is included in Addendum 2.</p> <p>The following language at 3.4 Evaluation Criteria, page 12 of the RFP is amended as follows:</p> <p>“The Cost Proposals shall contain billable hourly rates for positions anticipated to be assigned to provide the required services. There is not a ‘Total Cost Proposal’ for a specific quantity of services. Therefore, the State will analyze the hourly rates to be reasonable and competitive. <del>The State will also look at the Vendors unburdened and fully burdened hourly rates, specifically the multiplier, when evaluating Cost Proposals.</del> The State may use other methods it deems appropriate to analyze and evaluate the hourly rates.”</p>

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20	Section 2.7.5	Are RFP forms or specific certifications listed in Section 2.7.5 also required of any subcontractors? Or is the completion from the Prime respondent sufficient?	Forms or certifications are completed for the Prime Vendor submitting the proposal.
21		Why has RFP 41-100676 (Broadband Program Risk Mgmt Svcs) not yet been awarded?	The State is currently working through the award process. It is also not pertinent to this RFP.
22	Section 2.7.6 / 4.1	Will the Cost Proposal Form (format) be shared with question responses?	Attachment A: Cost Proposal has been revised to remove the Unburdened Hourly Rate Column. Revised Attachment A: is included in Addendum 2. The following language on page 12 of the RFP is amended as follows:  "The Cost Proposals shall contain billable hourly rates for positions anticipated to be assigned to provide the required services. There is not a 'Total Cost Proposal' for a specific quantity of services. Therefore, the State will analyze the hourly rates to be reasonable and competitive. <del>The State will also look at the Vendors unburdened and fully burdened hourly rates, specifically the multiplier, when evaluating Cost Proposals.</del> The State may use other methods it deems appropriate to analyze and evaluate the hourly rates."
23	Section 5.3	Will the Broadband Division expect to use the tool for vendor oversight and performance management? Separate from program performance.	The State will not use this as a tool. It is required to ensure the Vendor can track time and report in the detail required for federally funded projects.
24	Section 5.4	Will the Broadband Division be providing the Task Orders or will the Broadband Division collaborate with the selected vendor to develop Task Orders?	The State will provide the Task Order form. Refer to item 5.2 Task Order, item 4). (New RFP Document)
25	Section 5.5.1	Will the Broadband Division provide more detail on expected deliverables for process improvement, performance measurement tools and approach to evaluating the effectiveness of Division programs?	Not at this time. This will be a discussion with the Vendor during the Task Order development process.
26	Section 5.5.2	Will the Broadband Division require assistance in designing a process for selecting BEAD subgrantees and awarding BEAD grants?	Duplicate question. See answer to 82.

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27	Section 5.5.4	Is the Division amenable to cloud-based reporting as well?	The State may consider cloud-based reporting. However, without knowing the proposed product details the State cannot commit to accepting a cloud-based reporting tool.
28	4.5 Vendor Experience	It mentions "legal" as part of the personnel's qualifications and experience. Please clarify what legal responsibilities, if any, are required of the assigned personnel.	Should the Vendor's proposed team assigned to this engagement include members with a legal background, or who are attorneys, the Vendor will provide information as to their qualifications and experience as it relates to this RFP.
29	section 2.7.3	It wants our approach to providing the proposed services as stated in sections 5.4.1 through 5.4.5. These sections outline the "Task Order" procedure. We assume that NCDIT would also want us to provide our approach to providing the services described in the service category outlined in sections 5.5.1 through 5.5.3. Please clarify where we should include our approach to addressing the service categories versus supporting the task order process.	Refer to Section 5.0 in revised RFP document released in Addendum No. 1.
30		Will NCDIT consider adapting current programs based on the new BEAD Grant or will each be run separately?	Duplicate question. See answer to 73.
31	Section 4.1 Cost Proposal	This section requests only burdened and unburdened hourly billable rates. How can a vendor portray opportunities to the State that reduce the anticipated total cost for task orders based on specific domain knowledge or the use of specialized productivity-increasing tools?	Vendors will provide Hourly Billable Rates on Attachment A: Cost Proposal as amended.  Following contract award(s) the State would encourage Vendors to demonstrate how they can provide for lower cost services under a Task Order.
32	Scope of Services	Six programs are identified in paragraph 1.1 that involve active participation from many participants outside the "Division", including county, municipalities, sub-grantees, etc. Would there be task orders under this MSA for some of those entities?	There would be no contractual relationship with any other party. Task Orders may involve services related to a program for a county, municipalities, or sub-grantee but the Task Order will be with the State.
33		While not explicitly stated in this RFP, is the compilation of BEAD 5-Year Plan, Initial Proposal, and Final Proposal in the scope of this RFP or covered separately?	Duplicate question. See answer to 76.
34		Budget: Does North Carolina have a specific budget in mind for these services? Is there a not-to-exceed budget for services?	As this is a Master Service Agreement (MSA), the State does not have an established budget for services that may be ordered under the MSA.



35	Section 4.3 Financial Stability	<p>Are there any alternatives to auditor reports that North Carolina would accept to demonstrate financial stability? These auditor reports are not a requirement for most consulting firms/firms providing advisory services and may be challenging to obtain within the proposal timeframe.</p>	<p>The RFP document is revised as follows:</p> <p>Section 2.7 Proposal Contents (page 9) is revised as follows:</p> <p><b>Section 6 - Separate File Upload of Cost Proposal and Financial Reports</b> Vendors will upload in a separate file their Cost Proposal in the format requested on ATTACHMENT A: COST PROPOSAL that is obtained in the Ariba Sourcing Tool. Vendors will not include any costs elements in any of the proposal sections listed above.</p> <p>Financial Stability (Section 4.3) – Vendors will submit the information detailed in Section <del>4.2</del> <b>4.3</b> of this RFP Document <del>along with their Cost Proposal in a separate file upload.</del></p> <p>Section 4.3 of the RFP is revised as indicated here:</p> <p><b>4.3 FINANCIAL STABILITY</b> <del>Each Vendor shall submit the following financial documentation as an attachment to its Proposal:</del> <del>a. Independent Auditor's Reports on the Statement of Direct Labor, Fringe Benefits, and General Overhead</del> <del>b. An independent auditor's report that has considered the federal government disallowed expenses.</del></p> <p><del>Financial information, statements and/or documents submitted with a Proposal shall be evaluated to determine: whether the Vendor has sufficient ability to perform the Contract; whether the Vendor is able to meet its short term obligations, debts, liabilities, payroll, and expenses; whether Vendor has provided complete, reliable and accurate financial information regarding its business operation; whether the Vendor is financially solvent; and whether Vendor has sufficient cash flow and/or available financing from a financial institution to perform the proposed contract for 60 days without receiving payment from the State. Financial information of non-public entities may be marked as confidential in accordance with the Paragraph of the Instructions to Vendors entitled Confidential Information.</del></p> <p>As a condition of contract award, the Vendor must certify that it has the financial capacity to perform and to continue to perform its obligations under the Contract;</p>
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			<p>that Vendor has no constructive or actual knowledge of an actual or potential legal proceeding being brought against Vendor that could materially adversely affect performance of this Contract; and that entering into this Contract is not prohibited by any contract, or order by any court of competent jurisdiction.</p> <p>Each Vendor shall certify it is financially <del>stable</del> <b>stability</b> by completing ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION. The State is requiring this certification to minimize potential issues from contracting with a Vendor that is financially unstable. From the date of the Certification to the expiration of the Contract, the Vendor shall notify the State within thirty (30) days of any occurrence or condition that materially alters the truth of any statement made in this Certification. The Contract Manager may require annual recertification of the Vendor's financial stability.</p>
36	Section 5.5.3 Scope of Service, Strategic Planning	Does North Carolina have an internal deadline for submitting the BEAD 5-Year Action Plan, Initial Proposal and/or the DEA Digital Equity Plan? If yes, is it different than the statutory deadlines for those documents (around November 21, 2023 for the Digital Equity Plan and by December 31, 2023 for the Initial Proposal)?	The division submitted the BEAD 5-Year Action Plan to NTIA on July 28, 2023. The BEAD Initial Proposal is due on December 27, 2023, and the Digital Equity Plan is due on October 30, 2023. The division submitted a request for a 120-day extension to complete the Digital Equity Plan and expects a decision in August.
37	Section 5.5.3 Scope of Service, Strategic Planning	Does North Carolina expect the selected consultants to assist in drafting NTIA Internet for All deliverables (BEAD 5-Year Action Plan/Initial Proposal/Final Proposal, DEA Digital Equity Plan)?	The division may include deliverables related to the NTIA required planning documents in task orders issued to the selected vendor(s).
38		Can the State confirm if the vendor is drafting NTIA deliverables (BEAD initial Proposal or Final Proposal, DEA Plan) or consulting the State on best practices, organization or structure for them to be successful with their own plan?	The division may include deliverables related to the NTIA required planning documents in task orders issued to the selected vendor(s).
39		Can the State define the dates and scope for the BEAD and DEA deliverables in the Program (see 5.5.3 in the RFP)	The division submitted the BEAD 5-Year Action Plan to NTIA on July 28, 2023. The BEAD Initial Proposal is due on December 27, 2023, and the Digital Equity Plan is due on October 30, 2023. The division submitted a request for a 120-day extension to complete the Digital Equity Plan and expects a decision in August.

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40	Section 5.1 Page 18	Section 5.1. includes "other programs implemented by the Division's Broadband Infrastructure Office and Office of Digital Equity and Literacy" in addition to the GREAT, CAB, and Stop-Gap Solution programs. Have any additional programs been added that the State can share?	There are no additional programs to share at this time.
41		Is an Estimated level of effort available for this effort?	No. Not at this time.
42	Section 1.3	What is the name of the SAP software/platform that EBS runs in?	Duplicate question. See answer to question 67.
43	Section 7.10	Attachment A Cost Proposal does not appear to be in the downloadable files or available at the link provided on page 25. Could we have access to this attachment?	<p>Attachment A: Cost Proposal has been revised to remove the Unburdened Hourly Rate Column. Revised Attachment A: is included in Addendum 2.</p> <p>The following language at 3.4 Evaluation Criteria, page 12 of the RFP is amended as follows:</p> <p>"The Cost Proposals shall contain billable hourly rates for positions anticipated to be assigned to provide the required services. There is not a 'Total Cost Proposal' for a specific quantity of services. Therefore, the State will analyze the hourly rates to be reasonable and competitive. <del>The State will also look at the Vendors unburdened and fully burdened hourly rates, specifically the multiplier, when evaluating Cost Proposals.</del> The State may use other methods it deems appropriate to analyze and evaluate the hourly rates."</p>
44		Does NCDIT anticipate a Time and Materials contract form?	The resulting contract will NOT be a Time and Materials Contract Form. The Contract will be a Master Service Agreement. Refer to page 15, item 5.2 Task Order.
45		RFP Section Reference: 4.1 Pricing. Vendor will agree to propose commercially competitive rates to the State for the services requested in the State's RFP that are similar to those offered and accepted by the State for other engagements for similar services. Please confirm if this is amenable with our proposed approach?	<p>As stated at 4.1 Pricing, "The State expects Vendors to offer their most favorable rate as offered to other government clients."</p> <p>The State has the right to negotiate terms of a resulting Contract to include proposed rates.</p>

46		<p>RFP Section Reference: 4.3 Financial Stability.</p> <p>Vendor does not have these requested documents as there is no statutory or regulatory requirement for our Firm to do so. In lieu of these documents, would the State be able to accept, as it has in the past, the condensed balance sheets for the Firm's most recently completed fiscal year to demonstrate our financial capacity?</p>	<p>The RFP document is revised as follows:</p> <p>Section 2.7 Proposal Contents (page 9) is revised as follows:</p> <p><b>Section 6 - Separate File Upload of Cost Proposal and Financial Reports</b></p> <p>Vendors will upload in a separate file their Cost Proposal in the format requested on ATTACHMENT A: COST PROPOSAL that is obtained in the Ariba Sourcing Tool. Vendors will not include any costs elements in any of the proposal sections listed above.</p> <p>Financial Stability (Section 4.3) – Vendors will submit the information detailed in Section <del>4.2</del> <b>4.3</b> of this RFP Document <del>along with their Cost Proposal in a separate file upload.</del></p> <p>Section 4.3 of the RFP is revised as indicated here:</p> <p><b>4.3 FINANCIAL STABILITY</b></p> <p><del>Each Vendor shall submit the following financial documentation as an attachment to its Proposal:</del></p> <p><del>a. Independent Auditor's Reports on the Statement of Direct Labor, Fringe Benefits, and General Overhead</del></p> <p><del>b. An independent auditor's report that has considered the federal government disallowed expenses.</del></p> <p><del>Financial information, statements and/or documents submitted with a Proposal shall be evaluated to determine: whether the Vendor has sufficient ability to perform the Contract; whether the Vendor is able to meet its short term obligations, debts, liabilities, payroll, and expenses; whether Vendor has provided complete, reliable and accurate financial information regarding its business operation; whether the Vendor is financially solvent; and whether Vendor has sufficient cash flow and/or available financing from a financial institution to perform the proposed contract for 60 days without receiving payment from the State. Financial information of non-public entities may be marked as confidential in accordance with the Paragraph of the</del></p>
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			<p><del>Instructions to Vendors entitled Confidential Information.</del></p> <p>As a condition of contract award, the Vendor must certify that it has the financial capacity to perform and to continue to perform its obligations under the Contract; that Vendor has no constructive or actual knowledge of an actual or potential legal proceeding being brought against Vendor that could materially adversely affect performance of this Contract; and that entering into this Contract is not prohibited by any contract, or order by any court of competent jurisdiction.</p> <p>Each Vendor shall certify it is financially <del>stable</del> <b><u>stability</u></b> by completing ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION. The State is requiring this certification to minimize potential issues from contracting with a Vendor that is financially unstable. From the date of the Certification to the expiration of the Contract, the Vendor shall notify the State within thirty (30) days of any occurrence or condition that materially alters the truth of any statement made in this Certification. The Contract Manager may require annual recertification of the Vendor's financial stability.</p>
47		<p>RFP Section Reference: Attachment A: Cost Proposal. Vendor will provide fully burdened hourly rate/billing rate in Attachment A of the cost proposal. However, Vendor cannot provide unburdened hourly rate as our accounting system does not track that information. Would this be acceptable?</p>	<p>Attachment A: Cost Proposal has been revised to remove the Unburdened Hourly Rate Column. Revised Attachment A: is included in Addendum 2.</p> <p>The following language at 3.4 Evaluation Criteria, page 12 of the RFP is amended as follows:</p> <p>“The Cost Proposals shall contain billable hourly rates for positions anticipated to be assigned to provide the required services. There is not a ‘Total Cost Proposal’ for a specific quantity of services. Therefore, the State will analyze the hourly rates to be reasonable and competitive. <del>The State will also look at the Vendors unburdened and fully burdened hourly rates, specifically the multiplier, when evaluating Cost Proposals.</del> The State may use other methods it deems appropriate to analyze and evaluate the hourly rates. “</p>

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48		North Carolina General Terms and Conditions. Would the State please consider the negotiation of limited data disclosure to third party vendors who perform various administrative and clerical functions for the Firm?	<p>Vendor will note any exceptions to Terms and Conditions or any item in the RFP in a document titled <b><u>Errata and Exceptions</u></b> and uploaded in Section 5 – Signed RFP and Forms.</p> <p>RFP is amended by adding item l) as reflected below:</p> <p>“j) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION (Obtain from Ariba Sourcing Tool)</p> <p>k) Completed and signed version of CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS and OMB STANDARD FORM LLL (Obtain from Ariba Sourcing Tool)</p> <p><b><u>l) Vendors will include in this section any Errata and Exceptions they may have with the RFP document.”</u></b></p>
49		North Carolina General Terms and Conditions. Would the State please consider the addition of the addition of a Limitation of Liability provision of one times the value of the contract for claims for injury to persons or damage to tangible property?	<p>Vendor will note any exceptions to Terms and Conditions or any item in the RFP in a document titled <b><u>Errata and Exceptions</u></b> and uploaded in Section 5 – Signed RFP and Forms.</p> <p>RFP is amended by adding item l) as reflected below:</p> <p>“j) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION (Obtain from Ariba Sourcing Tool)</p> <p>k) Completed and signed version of CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS and OMB STANDARD FORM LLL (Obtain from Ariba Sourcing Tool)</p> <p><b><u>l) Vendors will include in this section any Errata and Exceptions they may have with the RFP document.”</u></b></p>
50		North Carolina General Terms and Conditions. Would the State please consider the negotiation of a mutually agreeable IP Ownership provision as it relates to any resulting contract? We would seek to protect our organization’s intellectual property and allow for residual knowledge rights related to our services.	<p>Vendor will note any exceptions to Terms and Conditions or any item in the RFP in a document titled <b><u>Errata and Exceptions</u></b> and uploaded in Section 5 – Signed RFP and Forms. RFP is amended by adding item l) as reflected below:</p> <p>“j) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION (Obtain from Ariba Sourcing Tool)</p> <p>k) Completed and signed version of CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS and OMB STANDARD FORM LLL (Obtain from Ariba Sourcing Tool)</p> <p><b><u>l) Vendors will include in this section any Errata and Exceptions they may have with the RFP document.”</u></b></p>

	RFP REFERENCE	VENDOR QUESTION	STATE'S RESPONSE
51		North Carolina General Terms and Conditions. Would the State please consider the negotiation of a reasonable opportunity to cure for any material deficiencies which results in the Vendor's breach of contract?	Vendor will note any exceptions to Terms and Conditions or any item in the RFP in a document titled <b><u>Errata and Exceptions</u></b> and uploaded in Section 5 – Signed RFP and Forms. RFP is amended by adding item l) as reflected below:  "j) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION (Obtain from Ariba Sourcing Tool) k) Completed and signed version of CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS and OMB STANDARD FORM LLL (Obtain from Ariba Sourcing Tool) <b><u>l) Vendors will include in this section any Errata and Exceptions they may have with the RFP document."</u></b>
52		North Carolina General Terms and Conditions. Would the State please consider the negotiation of limited changes to the general indemnity provision which holds the Vendor responsible for third party claims related to death, bodily injury, or damage to tangible property?	Vendor will note any exceptions to Terms and Conditions or any item in the RFP in a document titled <b><u>Errata and Exceptions</u></b> and uploaded in Section 5 – Signed RFP and Forms. RFP is amended by adding item l) as reflected below:  "j) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION (Obtain from Ariba Sourcing Tool) k) Completed and signed version of CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS and OMB STANDARD FORM LLL (Obtain from Ariba Sourcing Tool) <b><u>l) Vendors will include in this section any Errata and Exceptions they may have with the RFP document."</u></b>
53		I would like to ask a question regarding anticipated date of award notice. I note that the schedule in the RFP does not include information on the anticipated date of award notice. Does the Division have a date they are aiming to provide notice of award?	The division will work diligently to evaluate, negotiate, and award a Contract(s) as a result of this RFP. An award date was not stated as the amount of time for evaluation will depend on the number of responses received. The division desires to make an award as soon as possible given the division needs services that will fall under an awarded Contract/Task Order.

	RFP REFERENCE	VENDOR QUESTION	STATE'S RESPONSE
54		<p>We have a question about Attachment A:</p> <p>Will privately held companies be required to provide unburdened rates in Attachment A, Cost Proposal? This is private information that we typically keep private to stay competitive in the labor market.</p>	<p>Attachment A: Cost Proposal has been revised to remove the Unburdened Hourly Rate Column. Revised Attachment A: is included in Addendum 2.</p> <p>The following language at 3.4 Evaluation Criteria, page 12 of the RFP is amended as follows:</p> <p>“The Cost Proposals shall contain billable hourly rates for positions anticipated to be assigned to provide the required services. There is not a ‘Total Cost Proposal’ for a specific quantity of services. Therefore, the State will analyze the hourly rates to be reasonable and competitive. <del>The State will also look at the Vendors unburdened and fully burdened hourly rates, specifically the multiplier, when evaluating Cost Proposals.</del> The State may use other methods it deems appropriate to analyze and evaluate the hourly rates.”</p>
55	RFP Section 5.3	Are we allowed to respond to certain tasks and deliverables of the RFP and not the entire tasks and deliverables outlined in the RFP?	<p>The following language is from 2.7 Proposal Contents. Section 1-Cover Letter item e)</p> <p>“e) Clearly indicate the services for which you are proposing. As listed in the Scope of Services. Vendors may propose for one, some, or all the services listed;”</p>
56	RFP Section 1.1	How far along are you in the digital equity plan and BEAD plan? Are there specific aspects that are needed in preparing these plans?	The division may include deliverables related to the NTIA required planning documents in task orders issued to the selected vendor(s).
57	RFP Section 3.1	Given the broad nature of the categories it seems a multi-vendor award is a likely option for the state or a prime as a single vendor. Why is intent to award a single vendor?	<p>Please see the below language at item 3.1 on page 10. The State may award one or more Contracts as a result of this RFP.</p> <p>“While the intent of this RFP is to award a Contract(s) to a single Vendor, the State reserves the right to make separate awards”</p>
58	RFP Section 2.4	Given the new sourcing tool delays and press release for RFP was July 20, 2023 will the state extend the due date by two weeks pass the return of the vendor questions?	The current date for ‘Submit Proposals’ remains unchanged and is as stated in the RFP Schedule on page 7.



	RFP REFERENCE	VENDOR QUESTION	STATE'S RESPONSE
59	RFP Section 6.6 Dispute Resolution	In the event a client views our services as having been rendered otherwise than in compliance with the agreement our approach is to enter into good faith discussions with the client to arrive at a mutually acceptable resolution of the matter. Our firm policy favors the speedy and amicable resolution of disputes through mediation and arbitration conducted in accordance with the Rules for Non-Administered Arbitration of the CPR International Institute for Conflict Prevention and Resolution. Is that acceptable?	Vendor will note any exceptions to Terms and Conditions or any item in the RFP in a document titled <b><u>Errata and Exceptions</u></b> and uploaded in Section 5 – Signed RFP and Forms. RFP is amended by adding item l) as reflected below:  “j) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION (Obtain from Ariba Sourcing Tool) k) Completed and signed version of CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS and OMB STANDARD FORM LLL (Obtain from Ariba Sourcing Tool) <b><u>l) Vendors will include in this section any Errata and Exceptions they may have with the RFP document.”</u></b>
60	General T & C	Our agreements generally provide that we may terminate immediately if we reasonably determine that we can no longer provide the Services in accordance with applicable law or professional obligations.  Would the state be willing to modify the language appropriately?	Vendor will note any exceptions to Terms and Conditions or any item in the RFP in a document titled <b><u>Errata and Exceptions</u></b> and uploaded in Section 5 – Signed RFP and Forms. RFP is amended by adding item l) as reflected below:  “j) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION (Obtain from Ariba Sourcing Tool) k) Completed and signed version of CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS and OMB STANDARD FORM LLL (Obtain from Ariba Sourcing Tool) <b><u>l) Vendors will include in this section any Errata and Exceptions they may have with the RFP document.”</u></b>
61	General T & C	Would you accept ACH, EFT as a form of payment? We do not accept Purchasing cards.	Vendor will note any exceptions to Terms and Conditions or any item in the RFP in a document titled <b><u>Errata and Exceptions</u></b> and uploaded in Section 5 – Signed RFP and Forms. RFP is amended by adding item l) as reflected below:  “j) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION (Obtain from Ariba Sourcing Tool) k) Completed and signed version of CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS and OMB STANDARD FORM LLL (Obtain from Ariba Sourcing Tool) <b><u>l) Vendors will include in this section any Errata and Exceptions they may have with the RFP document.”</u></b>

	RFP REFERENCE	VENDOR QUESTION	STATE'S RESPONSE
62	General T & C	<p>We generally prefer to specify that we will make copies of our books and records available sufficient to substantiate our invoices and cannot agree to an independent auditor who is a competitor of our firm without a Confidentiality Agreement or Non-disclosure Agreement.</p> <p>Would a modification be acceptable?</p>	<p>Vendor will note any exceptions to Terms and Conditions or any item in the RFP in a document titled <b><u>Errata and Exceptions</u></b> and uploaded in Section 5 – Signed RFP and Forms.</p> <p>RFP is amended by adding item l) as reflected below:</p> <p>“j) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION (Obtain from Ariba Sourcing Tool)</p> <p>k) Completed and signed version of CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS and OMB STANDARD FORM LLL (Obtain from Ariba Sourcing Tool)</p> <p><b><u>l) Vendors will include in this section any Errata and Exceptions they may have with the RFP document.”</u></b></p>
63	General T & C	<p>While we can agree to commercially reasonable Insurance requirements, we may need to seek certain changes to this section consistent with our firm policy on such matters. Would a modification be acceptable?</p>	<p>Vendor will note any exceptions to Terms and Conditions or any item in the RFP in a document titled <b><u>Errata and Exceptions</u></b> and uploaded in Section 5 – Signed RFP and Forms.</p> <p>RFP is amended by adding item l) as reflected below:</p> <p>“j) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION (Obtain from Ariba Sourcing Tool)</p> <p>k) Completed and signed version of CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS and OMB STANDARD FORM LLL (Obtain from Ariba Sourcing Tool)</p> <p><b><u>l) Vendors will include in this section any Errata and Exceptions they may have with the RFP document.”</u></b></p>
64	General T & C	<p>We generally neither request nor provide indemnities. We do on occasion agree to mutual indemnities with our clients for bodily injury or damage to tangible property to the extent directly caused by our negligence or misconduct, and for intellectual property infringement caused by our deliverables, subject to customary commercial exceptions. Would that modification be acceptable?</p>	<p>Vendor will note any exceptions to Terms and Conditions or any item in the RFP in a document titled <b><u>Errata and Exceptions</u></b> and uploaded in Section 5 – Signed RFP and Forms.</p> <p>RFP is amended by adding item l) as reflected below:</p> <p>“j) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION (Obtain from Ariba Sourcing Tool)</p> <p>k) Completed and signed version of CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS and OMB STANDARD FORM LLL (Obtain from Ariba Sourcing Tool)</p> <p><b><u>l) Vendors will include in this section any Errata and Exceptions they may have with the RFP document.”</u></b></p>

65	RFP Section 4.3 Financial Stability	<p>Small businesses and others not offering physical goods may face difficulty in meeting this requirement as drafted as it is not something they would be required to obtain in the normal course of business. To encourage the participation of small businesses in this solicitation, would North Carolina consider either eliminating this requirement for all entities submitting proposals, or creating a modified method for meeting the requirement for small businesses? Such a requirement could ask for profit and loss statements or other accounting demonstrations of financial stability, which would still provide North Carolina with reassurance of the respondent's capacity without precluding small businesses from consideration.</p>	<p>The RFP document is revised as follows:</p> <p>Section 2.7 Proposal Contents (page 9) is revised as follows:</p> <p><b>Section 6 - Separate File Upload of Cost Proposal and Financial Reports</b> Vendors will upload in a separate file their Cost Proposal in the format requested on ATTACHMENT A: COST PROPOSAL that is obtained in the Ariba Sourcing Tool. Vendors will not include any costs elements in any of the proposal sections listed above.</p> <p>Financial Stability (Section 4.3) – Vendors will submit the information detailed in Section <del>4.2</del> <b>4.3</b> of this RFP Document <del>along with their Cost Proposal in a separate file upload.</del></p> <p>Section 4.3 of the RFP is revised as indicated here:</p> <p><b>4.3 FINANCIAL STABILITY</b> <del>Each Vendor shall submit the following financial documentation as an attachment to its Proposal:</del> <del>a. Independent Auditor's Reports on the Statement of Direct Labor, Fringe Benefits, and General Overhead</del> <del>b. An independent auditor's report that has considered the federal government disallowed expenses.</del></p> <p><del>Financial information, statements and/or documents submitted with a Proposal shall be evaluated to determine: whether the Vendor has sufficient ability to perform the Contract; whether the Vendor is able to meet its short term obligations, debts, liabilities, payroll, and expenses; whether Vendor has provided complete, reliable and accurate financial information regarding its business operation; whether the Vendor is financially solvent; and whether Vendor has sufficient cash flow and/or available financing from a financial institution to perform the proposed contract for 60 days without receiving payment from the State. Financial information of non-public entities may be marked as confidential in accordance with the Paragraph of the</del></p>
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	RFP REFERENCE	VENDOR QUESTION	STATE'S RESPONSE
			<p><del>Instructions to Vendors entitled Confidential Information.</del></p> <p>As a condition of contract award, the Vendor must certify that it has the financial capacity to perform and to continue to perform its obligations under the Contract; that Vendor has no constructive or actual knowledge of an actual or potential legal proceeding being brought against Vendor that could materially adversely affect performance of this Contract; and that entering into this Contract is not prohibited by any contract, or order by any court of competent jurisdiction.</p> <p>Each Vendor shall certify it is financially <del>stable</del> <b><u>stability</u></b> by completing ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION. The State is requiring this certification to minimize potential issues from contracting with a Vendor that is financially unstable. From the date of the Certification to the expiration of the Contract, the Vendor shall notify the State within thirty (30) days of any occurrence or condition that materially alters the truth of any statement made in this Certification. The Contract Manager may require annual recertification of the Vendor's financial stability.</p>
66		Is an Estimated level of effort available for this effort?	No. Not at this time.
67	Section 1.3	What is the name of the SAP software/platform that EBS runs in?	Systems, Applications and Products (SAP <sup>TM</sup> ) Software in Data Processing NC Department of Transportation (DOT) SAP <sup>TM</sup> system Enterprise Business Services (EBS) On-line Portal
68		Does NCDIT anticipate a Time and Materials contract form?	The resulting contract will NOT be a Time and Materials Contract Form. The Contract will be a Master Service Agreement. Refer to page 15, item 5.2 Task Order. (Re: Question 44)
69	Section 5.3 Tasks/Deliverables	How many Task Orders does the state expect to issue for each Service Area?	Unknown at this time.

	RFP REFERENCE	VENDOR QUESTION	STATE'S RESPONSE
70	Section 5.5 Technical Approach	The RFP states: "A description of each task and deliverable and the schedule for accomplishing each shall be included." Please specify the deliverables associated with each Service Area and the parameters for the schedule, given that task orders are yet to be issued?	<p>5.5.5 Technical Approach is now 5.5 in the revised RFP issued in Addendum 1.</p> <p><b>5.5 TECHNICAL APPROACH</b>  Vendor's proposal shall include, in narrative, outline, and/or graph form the Vendor's approach to accomplishing the tasks outlined in the Scope of Work section of this RFP. <del>A description of each task and deliverable and the schedule for accomplishing each shall be included.</del> <b><u>Vendors will describe, generally, how they would approach each of the elements listed in items 5.3.1, 5.3.2, 5.3.3, and 5.3.4.</u></b></p>
71	Section 4.5 Vendor Experience	It mentions "legal" as part of the personnel's qualifications and experience. Please clarify what legal responsibilities, if any, are required of the assigned personnel.	Should the Vendor's proposed team assigned to this engagement include members with a legal background, or who are attorneys, the Vendor will provide information as to their qualifications and experience as it relates to this RFP.
72	Section 2.7.3	It wants our approach to providing the proposed services as stated in sections 5.4.1 through 5.4.5. These sections outline the "Task Order" procedure. We assume that NCDIT would also want us to provide our approach to providing the services described in the service category outlined in sections 5.5.1 through 5.5.3. Please clarify where we should include our approach to addressing the service categories versus supporting the task order process.	Refer to Section 5.0 in revised RFP document released in Addendum No. 1.
73		Will NCDIT consider adapting current programs based on the new BEAD Grant or will each be run separately?	The division seeks to continuously refine programs to maximize their effectiveness and meet the needs of state residents related to broadband and digital equity.
74	Section 4.1	Cost Proposal section requests only burdened and unburdened hourly billable rates. How can a vendor portray opportunities to the State that reduce the anticipated total cost for task orders based on specific domain knowledge or the use of specialized productivity-increasing tools?	<p>Vendors will provide Hourly Billable Rates on Attachment A: Cost Proposal as amended.</p> <p>Following contact award(s) the State would encourage Vendors to demonstrate how they can provide for lower cost services under a Task Order.</p>

	RFP REFERENCE	VENDOR QUESTION	STATE'S RESPONSE
75		Scope of Services- six programs are identified in paragraph 1.1 that involve active participation from many participants outside the "Division", including county, municipalities, sub-grantees, etc. Would there be task orders under this MSA for some of those entities?	There would be no contractual relationship with any other party. Task Orders may involve services related to a program for a county, municipalities, or sub-grantee but the Task Order will be with the State.
76		While not explicitly stated in this RFP, is the compilation of BEAD 5-Year Plan, Initial Proposal, and Final Proposal in the scope of this RFP or covered separately?	The division may include deliverables related to the NTIA required planning documents in task orders issued to the selected vendor(s).
77		Why has RFP 41-100676 (Broadband Program Risk Mgmt Svcs) not yet been awarded?	The State is currently working through the award process. It is also not pertinent to this RFP.
78	Section 2.7.6 /4.1	Will the Cost Proposal Form (format) be shared with question responses?	The Revised Attachment A: Cost Proposal is attached and included with this Amendment 2.
79	Section 5.3	Will the Broadband Division expect to use the tool for vendor oversight and performance management? Separate from program performance.	The State will not use this as a tool. It is required to ensure the Vendor can track time and report in the detail required for federally funded projects.
80	Section 5.4	Will the Broadband Division be providing the Task Orders or will the Broadband Division collaborate with the selected vendor to develop Task Orders?	The State will provide the Task Order form. Refer to item 5.2 Task Order, item 4). (New RFP Document)
81	Section 5.5.1	Will the Broadband Division provide more detail on expected deliverables for process improvement, performance measurement tools and approach to evaluating the effectiveness of Division programs?	Not at this time. This will be a discussion with the Vendor during the Task Order development process.
82	Section 5.5.2	Will the Broadband Division require assistance in designing a process for selecting BEAD subgrantees and awarding BEAD grants?	The division may include deliverables related to the NTIA required planning documents in task orders issued to the selected vendor(s).
83	Section 5.5.4	Is the Division amenable to cloud-based reporting as well?	The State may consider cloud-based reporting. However, without knowing the proposed product details the State cannot commit to accepting a cloud-based reporting tool.

**\*\* REVISED FORM – ADDENDUM NO. 2 \*\***

## ATTACHMENT A: COST PROPOSAL

**Note:** These rates are negotiable and may be modified for inclusion in the final agreement. Fully Burdened Hourly Rate is a ceiling rate and may be negotiated for each Task Order / Work Order that may be executed.

[illegible]

***VENDOR MAY USE MORE PAGES IF NECESSARY***