

Enterprise Risk Management (ERM) Consulting Services RFP  
 Addendum # 3 City answers to additional questions  
 Specification # 1189037

Q #	Subsequent Questions or Request for Clarification	CITY's ANSWER
1	Are we required to specify which personnel are considered Key Personnel, and if so how should this be indicated?	<p>Section V.4.C. on page 5 of the RFP, states, "Separately, identify the proposed staff and key personnel, by name, of those who will be dedicated to this project (the Respondent's "Team"), including, for example, any general partners or subcontractors, where applicable."</p> <p>Yes. Respondents are required to specify which personnel are considered by the Respondent to be "key personnel" but, the City is not prescribing any particular method for how Respondents must indicate who their proposed key personnel are.</p>
2	In Section 3 Cost Proposal would it be acceptable if in the Compensation Schedules we group certain staff members into "pools" with respect to hours and rates, i.e. there may be a group of staff members who are billed at the same rate and will as a group work a specified number of hours on the project.	It should be acceptable for Respondents to group staff into pools based on a group's common Fully-Loaded hourly rate and to provide estimated number of hours to be worked by each such group; to the extent that estimated total costs can be compared and final costs can be further negotiated. Also see Addendum # 1, question and answer to # 12.
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