

**RFP 2020-01 – Grant Consultant: Grant Research, Writing, and Management  
Niagara Falls Water Board Responses to Written Questions  
Received by June 29, 2020 Deadline**

**Note:** Questions are not presented verbatim and multiple inquiries on the same subject may be combined.

1. Who or what company currently is providing this service?

**CPL Engineers and its sub-contractor GW & R Services.**

2. In the current fiscal year, how much was budgeted for grant writing services?

**There is not a specific budget line in the 2020 Operations and Maintenance Budget for grant writing services. These services are paid under consultant budget lines. Adopted budgets are available at <https://nfwb.org/reports/budgets/>.**

3. How much was budgeted for grant writing services in the previous fiscal year?

**There is not a specific budget line in the 2019 Operations and Maintenance Budget for grant writing services. These services are paid under consultant budget lines. In 2019, the Water Board spent approximately \$70,000 for grant writing and administration services.**

4. Do you have a current list of grants (1) that have been secured; and (2) that have been lost?

**A current detailed list is not available. No grants have been secured thus far in 2020. In recent years, the Water Board has secured grant funding through WIIA, EPG, SAM, and FEMA/HGMP programs. It has worked on, but has not secured, LGRMIF and Workforce Development Initiative grants.**

5. Are there any changes or updates to the RFP at this time?

**No addenda have been issued, and these answers to questions do not contain information that changes the RFP.**

6. Please explain why the included services at Section 7 of the RFP are to be included without charge? Why is time to attend meetings not billable?

**If services are provided on an hourly basis, the Water Board would like to be able to track its investment in each grant application through the consultant's billings. This will allow a comparison of the amount spent in connection with a grant versus the dollars awarded. The included services are intended to cover those services that are more general in nature and difficult to attribute to a specific grant.**

The Water Board is entertaining both flat-fee and hourly proposals and in both cases the required included services are the same. The time required for the included services may be less than set forth in the RFP as the parties gain familiarity and understanding with each other. If an hourly-billing option is selected, time in excess of the included services may be billed.

7. Can you share the RFP distribution list?

The following were emailed a copy of the RFP or contacted us to be placed on the RFP distribution list after the RFP was advertised. In general, emails for the initial distribution list were obtained from web pages or the State's MWBE directory and we do not have confirmation that every entity listed below actually received the RFP.

1. Arvela R. Heider, DBA Holark Systems
2. Barton & Logudice
3. Bates Consulting Services
4. Battaglia & Associates
5. Bergmann PC
6. Briana Popek Grants, LLC
7. Clark Patterson Lee
8. Connie D. Miner & Co. Grant Consultants
9. G&G Municipal Consulting & Grant Writing
10. Grant Strategies, LLC
11. GW & R Service
12. Camille Waters-Shepherd, Datz Dat Construction
13. J. O'Connell & Associates, Inc.
14. Jackson Parker Communications
15. LaBella, PC
16. Laberge Group
17. Mark N. Wladis
18. MRB Group
19. Heritage Resources LLC
20. Planning Works International, LLC
21. Richardson Management
22. Robert J. Miller and Associates
23. Rotella Grant Management
24. Sherry Shepherd-Corulli
25. Sundra Ryce, Inc.
26. Upper Edge Consulting
27. Walden Environmental Engineering
28. Wendel Companies
29. WWS Planning