

**RFP 2020-02 – Human Resources Consulting Services
Niagara Falls Water Board Responses to Written Questions
Received by August 31, 2020 Deadline**

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

1. My firm is a NYS Certified WBE that would perform all of the work. How should the MWBE utilization plan be filled out?

For the purpose of submitting a proposal, it would be acceptable note the WBE certification in the proposal and somewhere on the MWBE utilization plan form that your firm is a certified WBE and will perform 100% of the work. If anything further is needed with respect to the MWBE forms it can be handled after the contract is awarded.

2. My firm is a sole proprietorship. How do I complete the workforce utilization form?

Note the appropriate demographic information on the form. If anything further is needed with respect to the utilization form it can be handled after the contract is awarded.

3. Is it possible to get an extension to the deadline in this RFP response?

Only one request for an extension was received by the deadline for written questions. In light of this fact and the Water Board's September 2020 meeting schedule, the September 4, 2020 at 2:00 p.m. deadline will not be extended.

4. 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.