



City of St. George
State of Louisiana

**REQUEST FOR PROPOSALS FOR PROFESSIONAL DISASTER
RECOVERY PROJECT MANAGEMENT**

Proposals Due: Tuesday, May 12, 2026 at 2:00 p.m. CST

Inquiries and Responses

- Exhibit A references submission on the “RFP form furnished by the CITY,” but no specific form appears to be included beyond the listed attachments. Can the City confirm whether respondents may structure their proposals at their discretion provided all required elements are included?

You may structure the proposal at your discretion provided all required elements are included.

- Will the City award a single contract or multiple contracts for these services?

Single contract.

- What is the City’s expected response time for activation after a disaster event?

48 hours.

- Will the City require on-site presence, or will remote support be acceptable for certain functions?

On-site.

- Does the City have an approved Hazard Mitigation Plan?

Yes.

- Will the City conduct interviews for all shortlisted firms or only top-ranked respondents?

The City will decide if interviews are necessary after reviewing proposals.

- Are there any limitations on subcontracting or percentage of work that can be subcontracted?

Propose as you will, however subcontracting is not preferred.

- What is the City's current emergency management structure (internal vs. outsourced)?

Internal.

- Are bidders permitted to submit additional roles?

Yes

- If yes, will these additional roles be factored into the evaluation process?

Yes

- Section 11.0 Format for Proposals, Item B, page 10. Item B requires that bidders provide "at least three references." Are bidders allowed to present more than three references?

No

- Section 11.0 Format for Proposals, Item G Pricing, pages 12–13 and Attachment B Cost Proposal Form, page 23. Would the City consider allowing bidders to include additional labor categories with our pricing, as needed to meet applicable FEMA and HUD reimbursement requirements, and to ensure that all eligible activities can be properly documented, managed, and reimbursed in compliance with current regulations?

Yes

- Is there an incumbent? If so, who?

No

- Could the City please confirm that if Respondents who are LLCs are submitting proposals, those Respondents can adjust the Attachment D: Corporate Resolution Form accordingly to reflect their correct formation type or use their own format to prove signature authority?

Use the form provided and provide explanation of change.

- Can Respondents include additional positions to the Cost Proposal Form?

Yes

- Page 11 of the RFP states: Respondent shall identify any actual or potential conflicts of interest including but not limited to the following: Current post-disaster roadway clearing or other disaster recovery work for FEMA applicants in FEMA Region 6. Does this disclosure of disaster recovery work for FEMA applicants in FEMA Region 6 extend to professional services performed for disaster recovery grant management, project management, and/or program management?

Yes

- Per the RFP, B. "Company Background and Experience," it states, "provide an audit compliance history." Please clarify if you are referring to the firm's audited financial statements.

No. This is in relation to previous disaster recovery projects.

- Per the RFP, C. "Personnel and Equipment," can we show additional positions that are not identified in the RFP?

Yes.

- Per the RFP, C. "Personnel and Equipment," it states, "provide information regarding personnel to be utilized in the performance of the services including, but not limited to," and asks for Detailed EMR rating. Can you please clarify what information is required for an EMR Rating?

Please respond as directed.

- Is there an anticipated minimum annual Task Order value, or is the City able to provide an estimate of the expected annual program activity level to assist proposers in staffing and pricing decisions?

We are a city of approximately 90,000 people. Your answer depends on the extent of the emergency. Use your best judgement.

- Will the City enter into agreements with multiple firms? If multiple firms are selected, how does the City anticipate distributing work among consultants? Will Task Orders be assigned based on specialization, availability, or competitive task order proposals?

Single provider.

- As a newly incorporated municipality, is the City the designated Applicant for FEMA Public Assistance purposes, or are certain recovery projects still administered through East Baton Rouge Parish? If a transition is underway, what is the anticipated timeline for full transfer of Applicant status?

Yes. The City has its own number.

- The RFP identifies five (5) Key Personnel roles. However, in the Pricing section (Exhibit A), there is included a list of ten (10) positions. Are the five Key Personnel roles a subset of the ten Exhibit A positions, or are they separate and additive? Specifically, does the City of St. George expect the Documentation Manager identified in Section V.B to be the same individual priced in Exhibit A?

Yes. The Documentation Manager would be listed both times.