COUNTY OF AUGUSTA
Finance Department
18 Government Center Lane * PO Box 590
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Phone: 540-245-5741 * Fax: 540-245-5742

May 2, 2019

Addendum No. 1

To: Potential Bidders
Reference: Strategic Planning Services for Augusta County Library
Agency: Augusta County
Solicitation: RFP# 73010-19-01
Bids Due: **May 10, 2019 at 2:00 PM**

The following information is made to the original reference solicitation. Bid Due Date and time remains the same. Bidders shall acknowledge receipt of this Addendum on the Bid Form where indicated. Notice is hereby given that this addendum has been posted in full on the project's solicitation page of the Augusta County website and eVA.

Questions

A1.1 **Question 1: Under Scope of Services Item 6 & 7, it appears that you are asking for an organizational effectiveness study to be performed in addition to the strategic plan. This can be an expensive cost to your organization if done with expert analysis using library experts. It is possible that you may be only wishing to ensure the strategic vision is practical and achievable. Please clarify specific deliverables for item 6 & 7 so we can price our services appropriately.**
Response: The Augusta County Library Board of Trustees is interested in developing a strategic plan that would enable ACL to more effectively serve all county residents and expand its impact on the broader community. However, ACL's organizational structure, finances and staffing levels do not currently allow for the development of a comprehensive strategic plan that accurately reflects community needs and identifies opportunities for expanding and improving services. ACL is not requesting the development and delivery of a comprehensive organizational effectiveness study. Specifically, in order to prepare for future growth in services, the trustees and staff are interested in a Strategic Plan that identifies current needs and opportunities for expansion, is financially feasible and can promote future long-term growth, taking into consideration ACL's limited resources as well as a nascent ACL Foundation.

A1.2 **Question 2: Mitchen has proprietary methods that build strong stakeholder ownership and engagement. These methods require a strong partnership between the client leadership and Mitchen. How much time will Library board and employees be contributing to the effort.**

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Response: The Board of Trustees and library staff can provide moderate assistance in the planning process and are willing to be engaged on a regular basis in the process of developing a Strategic Plan to the extent that involvement provides value-added in terms of understanding ACL's mission, strengths and weaknesses, and other relevant information

A1.3 **Question 3: Since our 30 year developed processes have been proven to be more effective that traditional strategic models like SWOT, what assurances do we have that the bid process will not publicly share our approach?**
Response: Please note the County of Augusta follows the Virginia Public Procurement Act. Please familiarize yourself with the below code from VPPA on propriety information regarding bid proposals.

§ 2.2-4342. Public inspection of certain records.

A. Except as provided in this section, all proceedings, records, contracts and other public records relating to procurement transactions shall be open to the inspection of any citizen, or any interested person, firm or corporation, in accordance with the Virginia Freedom of Information Act (§ 2.2-3700 et seq.).

B. Cost estimates relating to a proposed procurement transaction prepared by or for a public body shall not be open to public inspection.

C. Any competitive sealed bidding bidder, upon request, shall be afforded the opportunity to inspect bid records within a reasonable time after the opening of all bids but prior to award, except in the event that the public body decides not to accept any of the bids and to reopen the contract. Otherwise, bid records shall be open to public inspection only after award of the contract.

D. Any competitive negotiation offeror, upon request, shall be afforded the opportunity to inspect proposal records within a reasonable time after the evaluation and negotiations of proposals are completed but prior to award, except in the event that the public body decides not to accept any of the proposals and to reopen the contract. Otherwise, proposal records shall be open to public inspection only after award of the contract.

E. Any inspection of procurement transaction records under this section shall be subject to reasonable restrictions to ensure the security and integrity of the records.

F. Trade secrets or proprietary information submitted by a bidder, offeror, or contractor in connection with a procurement transaction or prequalification application submitted pursuant to subsection B of § 2.2-4317 shall not be subject to the Virginia Freedom of Information Act (§ 2.2-3700 et seq.); however, the bidder, offeror, or contractor shall (i) invoke the protections of this section prior to or upon submission of the data or other materials, (ii) identify the data or other materials to be protected, and z

(iii) state the reasons why protection is necessary. A bidder, offeror, or contractor shall not designate as trade secrets or proprietary information (a) an entire bid, proposal, or prequalification application; (b) any portion of a bid, proposal, or prequalification application that does not contain trade secrets or proprietary information; or (c) line item prices or total bid, proposal, or prequalification application prices.

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A1.4 **Question 4: We will note, this approach.. not allowing us to have private conversations where we can lay out our approach and discuss more in depth what you may or may not see as beneficial in your culture and political climate makes this a horrible way for us to share our services. Strategic positioning and the work we do is very complex and is not served by this method of vetting vendors. We acknowledge the need to ensure fairness, but this process actually penalizes those of us who do this type of work at a much higher and effective rate of success. I urge you to allow us to have a short 15 minute conversation where by we can see if we are a good fit for your needs. If not a private call, then a public call in where we can ask real questions and follow up with more detailed discussions.**

Response: Per page 5 of the RFP # 73010-19-01, Number 3. Oral Presentations- Offerors who submit a proposal may be required to give an oral presentation. This gives the opportunity to present your proposal. We do not have private phone calls to further discuss the RFP, as the County of Augusta follows the Virginia Public Procurement Act. Please submit a proposal as as best as you understand. Also, please familiarize yourself with the below code from VPPA on the declaration of intent.

§ 2.2-4300. Short title; purpose; declaration of intent.

A. This chapter may be cited as the Virginia Public Procurement Act.

B. The purpose of this chapter is to enunciate the public policies pertaining to governmental procurement from nongovernmental sources, to include governmental procurement that may or may not result in monetary consideration for either party. This chapter shall apply whether the consideration is monetary or nonmonetary and regardless of whether the public body, the contractor, or some third party is providing the consideration.

C. To the end that public bodies in the Commonwealth obtain high quality goods and services at reasonable cost, that all procurement procedures be conducted in a fair and impartial manner with avoidance of any impropriety or appearance of impropriety, that all qualified vendors have access to public business and that no offeror be arbitrarily or capriciously excluded, it is the intent of the General Assembly that competition be sought to the maximum feasible degree, that procurement procedures involve openness and administrative efficiency, that individual public bodies enjoy broad flexibility in fashioning details of such competition, that the rules governing contract awards be made clear in advance of the competition, that specifications reflect the procurement needs of the purchasing body rather than being drawn to favor a particular vendor, and that the purchaser and vendor freely exchange information concerning what is sought to be procured and what is offered. Public bodies may consider best value concepts when procuring goods and nonprofessional services, but not construction or professional services. The criteria, factors, and basis for consideration of best value and the process for the consideration of best value shall be as stated in the procurement solicitation.