

Wilkes County Emergency Operations Plan Update RFQ Frequently Asked Questions

1. Where can I access a copy of Wilkes County's current Emergency Operations Plan?
The current Emergency Operations Plan can be accessed via this link:
<https://drive.google.com/file/d/1U8OW3xUfqydFztBWTJbOrjYX1MGHGOfa/view?usp=sharing>
2. Where can I access a copy of the High Country Regional Hazard Mitigation Plan?
Click this link to access the 2022 High Country Regional Hazard Mitigation Plan:
<https://drive.google.com/file/d/1E8PFvJ87uDYkyERtRJVYe15vzMgP9jyC/view?usp=sharing>
3. Will the contract be between the COG or Wilkes County and the vendor?
The contract will be between the COG and the vendor.
4. Who will be our point(s) of contact for both the COG and Wilkes County, or has that been determined?
**The point of contact for the COG will be Cory Osborne (Director of Recovery and Resilience)
The points of contact for Wilkes County will be John Yates (County Manager), Timothy Pennington (EMS Director), Suzanne Hamby (Emergency Management Coordinator), Anderia Byrd (Solid Waste Management Director), and Chris Huffman (Finance Director)**
5. The RFQ references CPG-201. Since that FEMA document is a guide for a Threat/Hazard Identification and Risk Assessment (THIRA), has a THIRA been completed recently for Wilkes County, or is that process expected within the scope of this RFQ?
There is not a current THIRA for Wilkes County. The County would like the vendor to include development of a THIRA within the Emergency Operations Plan Update scope of work. Please include development of a THIRA within your organization's RFQ response.
6. Will vendor be responsible for finding meeting space or will that be done by Wilkes County/COG?
Wilkes County will provide meeting space.
7. Is it acceptable that some meetings be held virtually, or are there expectations for all meetings to be held on location in-person?
A mixture of virtual and in-person meetings is acceptable.
8. Payment is said to be in lump sum but is also mentioned to be negotiable for a payment schedule. Can this be further clarified?
The COG wishes to contract for a fixed "lump sum" amount for completion of the project rather than an hourly rate. The schedule of when the contracted vendor receives all or portions of the lump sum are negotiable. For example, __% upon contract execution, __% every three months, __% upon completion of the project, etc. We are flexible on the payment schedule, but will reserve at least 25% of the total amount until satisfactory completion of all deliverables.
9. Should the RFQ response account for any training or exercises following completion of the Emergency Operations Plan update?
The County may decide to engage the selected vendor for training or exercises following completion of the updated EOP, but training and exercises are not included in the scope of work for the currently proposed project.
10. Does the updated Wilkes County Emergency Operations Plan need to be compatible with EPlan?
No, the updated EOP does not need to be compatible with EPlan.