**STATE OF MAINE REQUEST FOR PROPOSALS**

**RFP SUBMITTED QUESTIONS & ANSWERS SUMMARY**

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| **RFP NUMBER AND TITLE:** | **RFP#201902030 – Waste Diversion Grants Program** |
| **SUBMITTED QUESTIONS DUE DATE:** | April 12, 2019 |
| **QUESTION & ANSWER SUMMARY ISSUED:** | April 16, 2019 |
| **PROPOSAL DUE DATE:** | April 26, 2019 |
| **RFP ISSUED BY:** | Department of Environmental Protection |
| **PROPOSALS DUE TO:** | Carole Cifrino, carole.a.cifrino@maine.gov |
| **Unless specifically addressed below, all other provisions and clauses of the RFP remain unchanged.** | |

**Provided below are submitted written questions received and the Department’s answers**

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| **Question #** | **Question** | **Answer** |
| **1** | For our proposal, we will be using a solar panel subcontractor. Do we need a quote from them to include in the grant proposal? | Your proposal will not be disqualified from consideration if it does not include a quote from a subcontractor to perform some of the work. The review team will be assessing whether the project work and cost estimates (tasks & budget) are reasonable for the expected outcomes, and the inclusion of a quote from a subcontractor provides the review team with supportive documentation in making this assessment. |
| **2** | Do qualifications entail licenses? Or experience? | Qualifications include experience and may include licenses to the extent applicable to the proposed project. |
| **3** | Should these be considered one “diversion project” or two distinct diversion  projects?  Increasing recycling diversion rates for an existing recycling program through  education/outreach and greater access to recycling collection receptacles.  Increasing organics diversion rates by expanding the capacity and ease of  collection for an existing composting program. | These appear to be separate and distinct projects, i.e., the implementation of one is not dependent on the other. If the applicant and entities responsible for implementation are the same, you may choose to submit one proposal with the budgets for each aspect clearly separated. |
| **4** | Since no additional attachments are accepted, should a site drawing be pasted  into the body of the proposal? | Yes. |
| **5** | Do you have a preferred format or template for the timeline chart? | No. |
| **6** | If an applicant has settlements or current litigation within the last 5 years but is  unable to either disclose information on those litigations or only disclose partial  information because they are expressly confidential, how will the applicant be  reviewed and scored? | This is not a disqualifying factor, and only one piece of information the review team considers when evaluating organizational qualifications and experience. |
| **7** |  |  |