

# Town of Kittery and Portsmouth Naval Shipyard Joint Land Use Study (JLUS)

## Addendum 2 - Answers to questions submitted:

Q: Our firm does not have an “audited corporate overhead rate.” Is there another means of meeting this requirement?

A: Firms should explain how they arrive at cost figures for indirect labor with a brief description of how they developed their rate(s).

Q: Can salary information be provided separately from the proposal and maintained as proprietary and confidential?

A: Yes.

Q: The IFB references a contract period of 15 months. What flexibility, if any, is in the contract period?

A: The Town’s grant period is August 1, 2018 to October 31, 2019. All expenditures and work must be completed during that time frame unless granted a time extension amendment to extend the end date. Typically, consultants take 12 months to complete studies. Based on the work schedule and timeline during the study period, the Town is will consider applying for an amendment past October 31, 2019.