

Resilience Authority of Annapolis and Anne Arundel County
Annual (FY 26) Request for Qualifications for Professional Services
February 4, 2026

1. Under 3.2 the RFQ states that “Applicants must have the ability to accept payment on a reimbursement basis with financial flexibility to handle unpredictable timing of grant payments.” Can you please provide clarity on the intent of this statement as it relates to payment terms? Is it anticipated that the applicant would self-finance grant writing or professional services without assurance of reimbursement? To plan for cash flow, could the Authority clarify typical payment turnaround times on grants or whether any advance or mobilization payments might be possible under certain contracts?

Most contracts are written as NET30 for invoice payments. There are some situations dependent on funding sources that prohibit upfront payments for services, but it is rare and the Resilience Authority has the ability to fund services when provided. This statement is intended to give eligible and interested firms an indication that financial flexibility is desired as grant funding is not always predictable. The fund sources and payment terms would be negotiated with pre-qualified entities prior to entering a contract to ensure suitability.

2. Under 8.2 the RFQ states that “Applicants must show proof of adequate insurance, assets, and/or bonding.” Can you please provide clarity on what specific levels or types of financial surety (bond) would be required as this is not typical of a professional services contract and the RFQ does not request Design-Build services.

The insurance requirements are relative to the work being requested and contract value. In accordance with Anne Arundel County requirements, this is our general insurance expectations per contract value.

Contract Value Range	CGL (Per Occurrence / Aggregate)	Auto Liability	WC / Employers' Liability	Professional Liability	Umbrella / Excess
≤ \$50,000	\$500K / \$1M	\$500K CSL	Statutory / \$500K	\$250K / \$500K	Not required
\$50K – \$100K	\$1M / \$2M	\$1M CSL	Statutory / \$1M	\$500K / \$1M	Not required

\$100K – \$500K	\$1M / \$2M	\$1M CSL	Statutory / \$1M	\$1M / \$1M	Consider \$1M excess if high visibility
\$500K – \$1M	\$1M / \$2M	\$1M CSL	Statutory / \$1M	\$1M / \$2M	\$1–2M
> \$1M – \$5M	\$2M / \$4M	\$1M–\$2M	Statutory / \$1M	\$2M / \$4M	\$5M excess
> \$5M	\$5M / \$10M	\$2M+	Statutory / \$2M	\$5M / \$10M	\$10M+ excess zone

Special coverage including Cyber/Data Breach Liability, Environmental/pollution Liability, and Professional Liability may be required as well depending on the service provided.

3. Is it acceptable for a business to commit to acquiring adequate insurance, assets, and/or bonding, but defer providing proof until actually being hired by the Resilience Authority to perform services?

Yes, proof of insurance can be provided once a firm is selected for a project and/or professional services.

4. Please confirm proof of insurance is adequate for this submission, and/or if contractors need to provide proof of assets and bonding as part of this qualifications submission.

Proof of insurance is adequate for the submission - assets and bonding may be required as a part of joining a project team once pre-qualified.

5. Is the Authority expecting each applicant to cover all four service areas (Program Development, Project Management, Engineering/Design, Property Consulting), or can firms qualify for just one or some of these specialties? The RFQ lists all under required services, so we'd like to confirm if teaming or specialization is acceptable.)

No, firms can apply for Pre-qualification for those service areas that are best suited to your firm's qualifications and expertise.

6. Can you provide any insight into the anticipated volume or types of projects under this qualification? For example, roughly how many projects (or of what scale) might a

qualified firm be asked to support simultaneously? This would help in gauging required capacity, given the RFQ's emphasis on handling multiple projects at once.

As a multi-jurisdictional entity serving Anne Arundel County and Annapolis, the Resilience Authority has a number of projects across sectors focused on building community resilience to climate impacts. It is unclear how many projects will be initiated each year, and our ability to accelerate implementation through pre-qualified service providers is paramount. With that said, a firm can always decline if capacity is too taxed at the time of request. We hope to pre-qualify a number of firms under each service area to ensure we do not overburden our partners.

7. Will qualified Applicants be working on projects for both the City of Annapolis and Anne Arundel County interchangeably, and are there any jurisdiction-specific requirements or licensing we should be aware of?

We anticipate opportunities that could be specific to each jurisdiction, or work across the jurisdictional boundaries to bring larger planning and strategy to our work. There are not jurisdiction-specific requirements that would impact this work.

8. May firms partner or form joint ventures in their response? If a team of companies is proposed, will the Authority consider the joint qualifications collectively? We are developing materials to respond to the Resilience Authority's Request for Qualifications, and are reaching out with a question. Can we apply jointly for qualification with a local long-term business partner with whom we have developed and installed many projects, or do the organizations need to apply separately?

If there are existing joint ventures or partnerships that you'd like to submit, that is acceptable.

9. Are potential subs required to be listed/named at the time of proposal submission, or can they be listed at a later date (for issued task orders under this contract) dependent on the project and required work?

We prefer to understand the skill set and expertise being brought from the pre-qualifying firm rather than the potential subs to be hired.

10. How many firms does the Resilience Authority intend to award under this RFQ?

We do not have a set limit for this RFQ. We intend to pre-qualify as many eligible firms as needed to ensure we can expedite the projects within our oversight.

11. Will selected firms compete for each project? If not, how will project assignments be distributed among firms approved in response to the RFQ?

Within each service area, we typically request budgets and brief a proposal for a specific opportunity from pre-qualified firms. We may have to take some larger scale projects to a full RFP, which pre-qualified entities can respond to - often in a streamlined manner as key components have been previously vetted.

12. Section 9 of the RFQ provides submission requirements. Are there any concerns regarding page requirements for responses? Additionally, given the range of requested qualifications listed under Section 7, is there a minimum or maximum number of examples for each subdiscipline that RA would like to see?

Typical responses from last year were between 15-20 pages. 3 to 5 examples per subdiscipline is more than adequate.

13. Who are the incumbents and current qualified entities for each of the four services?

This information is not available at this time.

14. Does the Authority have a projected annual budget over the next 5 years?

The Resilience Authority does not have a 5-year budget. The Resilience Authority receives an annual appropriation from Anne Arundel County and along with other funding sources, adopts an annual budget. The current budget is available through the following link:

https://drive.google.com/file/d/1gJTo0_ii28s11CAYta3K4H8W1Gy_Qr-d/view

15. Assuming entities can qualify for one OR more of the four areas of service, would working on program development or project management preclude work on engineering/design, or can the same entity work on multiple facets?

Firms can apply for as many service areas aligned with their expertise and qualifications. Qualifying under one service area does not preclude or disqualify an entity for working in another service area.

16. Does the Authority have specific projects identified at this time?

The Resilience Authority has many projects on-hand and needs across the service areas. We are also involved in a number of planning efforts that will result in future projects and service provider needs.

17. Does this RFQ intend to replace the previous qualifications for the RFQ issued July 18, 2024 for *Building, Design, and Consulting Services for Resilience Infrastructure Projects* or is this list of pre-qualified firms to be in addition to the previously prequalified firms under the 2024 RFQ?

This is in addition to the previous RFQ approval. Firms that were pre-qualified under the previous 2024 RFQ are still qualified for determined services for up to five years.

18. Will the ultimate procurement be for a single award or multiple awards?

There is no award or guarantee of work under this RFQ. The Resilience Authority is pre-qualifying service providers for future projects and support. Firms are pre-qualified for up to five years and could partner with the Authority on multiple projects.

19. Is it anticipated that there will be a financial cap on annual authorizations?

No

20. Is it anticipated that there will be a financial cap on individual assignments from the annual authorization?

No, but firms can opt out if services are requested for which their capacity is limited.

21. Is there a quantitative basis for weighting and rating qualifications?

We have not published a quantitative rubric as we intend to pre-qualify a number of firms based on qualifications, expertise, capabilities, and track record. All firms that demonstrate the requested expertise and capabilities can be pre-qualified.

22. Please confirm that consultant invoices would be paid by the Resilience Authority and not by the granting agencies (see paragraph 8.4).

Yes, although the Resilience Authority pursues the implementation of resilience infrastructure through a myriad of financial options and opportunities, all payments to vendors will be made by the Resilience Authority.

23. To help us structure our submission appropriately, could the Authority clarify how evaluations will be conducted for applicants responding to multiple service categories? Specifically, if an applicant submits qualifications for all four categories outlined in Section 7, will each category be evaluated independently based on its own merits, or will the evaluation be conducted as a single, all-or-nothing determination? In other words, if an applicant is deemed less competitive in one category, would that affect eligibility for pre-qualification in the others?

Each service category will be evaluated independently and the Resilience Authority may decide to pre-qualify submitters on one or many of the categories submitted. A proposal will not be thrown out at-large based on competitiveness in one category.

24. Please clarify what types of diversity, equity, and inclusion (DEI) opportunities you anticipate bidders may identify within the funded Resilience Infrastructure project areas? For example, are you specifically interested in opportunities for small, minority owned, women owned, veteran owned, or other disadvantaged business enterprises, or are you looking for broader community focused DEI considerations?

While equity and diversity in procurement practices and business representation is of great importance, the DEI opportunities we will be working with pre-qualified vendors on will be more focused on engagement of new, underserved and marginalized communities, to ensure that the work we do reaches all people in Anne Arundel County.

25. To become prequalified, do we need to show experience and expertise in projects that support flood control, ecosystem resilience, shoreline protection, structural resilience, energy resilience, and community-based projects and programs or just some types of these projects that mitigate the effects of climate change?

Firms do not have to show proficiency and expertise in all of the project and program types, but a diversity of expertise across resilience and climate vulnerabilities is desired.

26. Are you looking for each competing contractor to complete the actual form provided online (*The Resilience Authority of Annapolis and Anne Arundel County, Inc. Conflict or Duality of Interest Policies and Procedures*) as part of their proposal submission or are

you looking for a general no conflict-of-interest statement? Or a signed letter? Please confirm your preference.

The referenced form is for the policy and procedure in place for Resilience Authority Board Members, not vendors. A general “no conflict-of-interest” statement is sufficient.

27. Please provide a list of projects with cost ranges over the last 5-years that the Resilience Authority has administered and completed that would be similar in nature to the services requested under this RFQ.

The Resilience Authority has been in existence for less than 5 years. We annually release our audited financial statements, which contain the information responsive to this question that is publicly available. Please see the Resilience Authority’s website for reporting information: <https://resilienceauthority.org/reporting/>

28. Please provide a list of grants that the Resilience Authority has received and executed for projects that would be similar in nature to the services requested under this RFQ.

We annually release our audited financial statements, which contain the information responsive to this question that is publicly available. Please see the Resilience Authority’s website for reporting information: <https://resilienceauthority.org/reporting/>

29. If allowable, please provide an example design and/or construction budget(s) for a past project that the Resilience Authority has administered in the past.

This information is not available at this time.

30. Is additional information available regarding the timing of interviews for selected candidates?

At this time, we do not plan to conduct interviews, but we will reach out to set these up if necessary.

31. We acknowledge the definition of Resilience Infrastructure in Section 2.2 of the RFQ. Please confirm if resilience related to utility work such as water/wastewater and sewer projects are included in this definition.

The Resilience Authority is not currently engaged in any water/wastewater projects, but such infrastructure can be considered resilience infrastructure if it mitigates the impact of climate change.

32. If available, please provide a copy of a standard or representative professional services agreement that the Resilience Authority typically uses for engagements awarded under

this RFQ, or otherwise describe the general contractual terms and conditions that would apply to qualified firms.

A standard service agreement is not available at this time.

33. Will task order projects be able to be issued as a result of this Request for Qualifications and a separate Request for Proposals would not have to be issued to receive task order projects?

Correct. For professional services, the Resilience Authority can procure those services from a list of prequalified service providers without the need for a separate Request for Proposals. In some cases, however, due to superseding procurement requirements (federal, state, etc), a separate RFP may be issued.

34. Will an addendum be released with answers to all questions submitted, and if so, when can the addendum be expected?

Yes. On 2/4/2026.