



Request for Qualifications (RFQ) for a Brownfields Qualified Environmental Professional (QEP)

Addendum and Questions and Answers

Addendum

Some key dates have been changed to reflect EPA's best practices

- Monday, 19 September 2022: Written questions for clarifications are due by 5p ET
- Wednesday, 21 September 2022: Answers are posted on Decide DeKalb's website by 5p ET
- Wednesday, 28 September 2022: Qualifications are due by 5p ET
- January 2023: Projected start date

Please note that additional questions and answers will be added to this list on Wednesday, 21 September to accommodate new key dates.

Questions and answers

Q1: Can you provide more detail regarding the single audit scope expectations?

A1: In order to provide proper financial brownfield information to our auditors for the single audit and to complete the year-end federal financial report (Form SF-425), the selected consultant may be asked by Decide DeKalb's finance and accounting director to verify or provide certain financial numbers.

Q2: What is the level of effort required and the duration of the single audit?

A2: If, and as needed, the selected consultant will assist the finance and accounting director to verify or provide financial numbers related to the expenditure of Federal awards of more than \$750,000 in one fiscal year, previously known as OMB Circular A-133 audit. The duration will be the time the audit is performed, usually no more than a week.



Questions and answers continued

Q3: Did you have a debrief with EPA on your 2022 EPA Brownfields Assessment grant application, and if so, can you summarize the findings?

A3: Decide DeKalb did not have a debrief with EPA for the FY 2022 supplemental BRLF grant application, but we did have one for the FY 2022 community-wide assessment grant application. Notes from this debriefing will be provided to the selected consultant.

Q4: Do you plan to re-submit the grant application for the FY 2023 Grant Year? Or submit a different EPA Grant application?

A4: Yes, Decide DeKalb is planning on submitting the community-wide assessment grant application or the assessment coalition grant application. The application date has yet to be determined depending on the selected consultant.

Q5: Your projected start date is Tuesday, January 3, 2023. Does this mean you do not plan to utilize the selected QEP to assist with the EPA Brownfields Grant application, projected to be issued in September 2022 and due the end of November 2022?

A5: Decide DeKalb and the selected consultant will plan when to apply for the community-wide assessment grant application or the assessment coalition grant application.