

DEPARTMENT OF FINANCE

**REQUEST FOR PROPOSALS
(RFP #H00121)**

**PSYCHOLOGICAL SERVICES FOR STAUNTON POLICE DEPARTMENT
DUE SEPTEMBER 8, 2021**

**ADDENDUM #1
QUESTIONS & ANSWERS
AUGUST 27, 2021**

TO ALL POTENTIAL OFFERORS:

The following information is being provided for purposes of clarification or in response to questions received from potential offerors. In addition to this addendum being posted on the eVA website and City website at the following links.

- eVA website: <https://mvendor.cgieva.com/Vendor/public/AllOpportunities>
- City website: <https://www.ci.staunton.va.us/departments/finance/procurement>

Questions and Answers

- 1. What is the Payroll frequency (hourly, weekly, bi-weekly, monthly)?**
 - Invoices shall be submitted on a monthly basis and be due on NET 30 terms.
- 2. Is this a new initiative? If not, please provide the names of the current vendor(s) providing the services.**
 - This is a new initiative, there is currently no service providers.
- 3. Is there any forecasted/approved budget for this opportunity?**
 - There is a budget range that the City will consider. However, due to this solicitation leading to negotiations with the selected firm, the budget will not be disclosed at this time.
- 4. What are the historical annual spending volumes in the project?**
 - N/A