

QUESTIONS AND ANSWERS

RFP #2015-003

NEW HAMPSHIRE PUBLIC UTILITIES COMMISSION

REQUEST FOR PROPOSALS

Utility Engineering and/or Technical Consulting Services

	Questions	Answers
2.	<p>On Page 3, it states that “Bidders should respond to all areas listed below, in the order listed, and conclude with a separate section on cost.” As one of the five items included in the list is detailed budget proposal, does this mean that you want a separately sealed cost proposal too, which attempts to provide a total estimated cost for the work? Or does this simply mean the detailed budget proposal with hourly rates for personnel and discussion of associated expenses is all that is required in response. Please clarify.</p>	<p>The detailed budget proposal should include the following:</p> <ul style="list-style-type: none">• Proposed organizational structure of the team• Hourly rates per team member and proposed area of responsibility• Resumes and relevant experience for each proposed team member.• Indication of typical budgetary allocation for administrative/travel expenses• Indication of historical expenses as percentage of total budget for work assigned based on past experience with similar projects• Any planned contingency fees