

University of Maine System
Professional Consulting Services for Higher Education - RFP# 2017-01
ADDENDUM #01

QUESTIONS

1. in Appendix D, it asks for **Salaries paid to Maine residents in past 24-month period**. I am assuming this means salaries paid to others - not my hourly rate. Therefore, since I do not plan to employ anyone, I record 0.00 in this category.

ANSWER: Please include all salary figures provided as resources for the engagement.

2. Also, am I supposed to fill out the contract sections at this point? On the signature page, I've no idea who the University System representative is.(page 34). - No you need to either sign the page indicating you accept the terms or red line any need language changes

ANSWER: See 1.2.1 Contract Administration and Conditions explanation. If you fully accept the terms and conditions as written either provide a statement to that effect or sign on page 34.

3. The insurance coverage - my insurance coverage does not specify client names. I am not sure how to address this - have other sole proprietors been able to do this? **The University of Maine System shall be named as Additional Insured on the Commercial General Liability insurance.**

ANSWER: State your concern as part of the response and note what you do have for policy coverage.

4. Ryder D – Does this need to be provided now?

ANSWER: No this will be done with the institution when a service engagement is initiated with the awarded vendor.