November 17, 2021,   **Set 1**

TO: All Potential Respondents
                             RFQ 2121 Business Continuity of Operations Plan (COOP) Update

FROM: Sherry Wooten, Procurement Specialist

SUBJECT: Response to Questions

QUESTION 1:   **What is the current budget for this requirement?**

ANSWER: The current budget for this project is estimated at $50,000.

QUESTION 2:   **Who is the incumbent?**

ANSWER: There is no current incumbent for this project.

QUESTION 3:   **Has the COOP been audited by a regulatory or third-party agency?**

ANSWER: The COOP was audited by the Florida Department of Emergency Management (FDEM).

QUESTION 4:   **How many District departments are included in the scope of work? Could you provide a list?**

ANSWER: There are twenty-one Bureaus and Offices with documented Mission Essential Functions included in the District's COOP Plan. Not all have roles during the initial phases within a continuity of operations event. A list of District Offices and Bureaus' can be found on the District's website at the following link. https://www.swfwmd.state.fl.us/about/agency-statement-organization-and-operation

QUESTION 5:   **Does the District have a set budget for this project? If so, what is the budget?**

ANSWER: The current budget for this project is estimated at $50,000.

QUESTION 6:   **Is there an incumbent firm?**

ANSWER: There is no current incumbent for this project.

QUESTION 7:   **What is the driving force behind this project? Is there support from leadership?**

ANSWER: The driving force behind this project is continual improvement and to update the District's COOP Leadership Support from an Executive Sponsor.

QUESTION 8:   **When was the District's COOP last updated?**

ANSWER: The District's COOP Plan is reviewed and updated annually prior to submitting to FDEM in March of each year.

QUESTION 9:   **Does the District have a COOP leadership or management team?**

ANSWER: The Business Continuity Authority (BCA) team supports the management of the COOP plan and reports to an Executive Sponsor regularly.