

Questions (*with answers*) received for SVCE's RFQ for Public Engagement Consulting Services

1. Are there specific targets or benchmarks that SVCE is aiming to achieve in terms of community engagement, awareness, or participation rates? *A: Not at this time. The desire and demand for these services will be established on an ad hoc basis in consultation with the member agencies. Therefore, at this time, it is not possible to identify targets or benchmarks.*
2. Can SVCE provide any historical data on previous public engagement efforts related to their past engagement initiatives? *A: SVCE has not conducted extensive public engagement efforts since its inception and the efforts conducted prior to its inception are completely inapplicable to the work envisioned through this solicitation.*
3. Is the \$100,000 budget for the entire three-year term or per year? *A: Each vendor selected will start with a not to exceed contract of \$100,000 for the entire term of the contract. It is possible that these contracts could be amended/augmented if the demand for engagement services is robust.*
4. Section 7 of the RFQ specifies: Fee Schedule (not subject to page limits) a. Include direct labor rates and estimated hours for named key staff, with subconsultant rates, if applicable. Estimate other direct costs and reimbursable expenses, if any, and associated mark-up percentages, if any. The fee schedule 1/2023 Version proposed should be valid for the first 18 months of the contract, assuming 120 days from qualifications submission to contract execution. Being this is an RFQ for On-Call services and projects/hours are unknown, would it be acceptable to just submit a rate schedule at this time? *A: Yes, a rate schedule sounds appropriate.*
5. Is the \$100,000 maximum budget over all three years or \$100,000 for each year? *A: Over 3 years.....if the need for additional services from a single vendor arises, we will need to seek board approval. This is a new program and it is difficult for us to know now what the demand will be.*
6. Is the \$100,000 for all the services described, or is it \$100,000 for each service? *A: All services - this will be the not to exceed amount in the contract.*
7. Is the \$100,000 to be divided among selected vendors once engaged? Or is it \$100,00 per vendor? *A: 100k per vendor.*