

RFP – State Lobbying Services

Addendum No. 1

Project Name:	State Lobbying Services	Project No.:	RFP# 18-19-13
Prepared By:	Denisha Harris	Date:	November 6, 2018

In accordance with the published timeline for the RFP, please find below responses to vendor inquiries.

General Questions, Clarifications & Requirements:

Q: Section 6 Proposal Content and Format: Is the cover letter length included in the 5 page limit? Does the 5 page limit include the Bidder's Certification for Local Preference?

A: Yes, the cover letter is included in the 5 page limit. No, the Bidder’s Certification for Local Preference is not included in the page limit?

Q: Section 6.1.E Pricing: Will the City accept a price proposal with line items that cover professional services for a monthly flat fee, professional services based on an hourly rate, and expenses (travel, administrative, etc.) or some variation thereof?

A: Express your administrative fee in a lump sum payable monthly over the course of the year. Expenses not Specifically listed will not be considered. All Proposals must include a maximum not-to-exceed amount and separate price for travel and related (if applicable).

End of Addendum