March 7, 2018

RFP Addenda / Questions & Answers
RFP #18-63412-002 "Social Marketing tools for Building Green Cities"

The following is a summary of all RFP Addenda and Answers to Questions for RFP #18-63412-002.

The period to submit Questions for this RFP has now closed as of March 5, 2018.

Any final Addenda, if needed, will be posted by 5:00 PM (PST), Friday, March 9, 2018.

RFP Addendum:

None to date.

RFP Questions & Answers:

1. **Whether companies from Outside USA can apply for this [RFP]?   (like, from India or Canada)**

    ANSWER: The RFP does not reference the country of origin of an applicant. As long as the applicant meets the RFP minimum qualifications they are eligible to apply.   Under Section 1.3, minimum qualifications include: *Licensed to do business in the state of Washington or provide a commitment that it will become licensed in Washington within thirty (30) calendar days of being selected as the Apparent Successful Contractor.*

2. **Whether we need to come over there for meetings?**

    ANSWER: The RFP states: *CONSULTANT ELIGIBILITY: This procurement is open to those consultants that satisfy the minimum qualifications stated herein and that are available for work in Washington State.* The applicant is encouraged to review the complete RFP and consider and propose all strategies and methods that it believes best

address the Objectives and Scope of Work, and achieve the tasks and deliverables outlined.

3. **Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)**

   ANSWER: This would depend on the research methods and strategies outlined by the applicant in its proposal. The applicant is encouraged to consider and propose strategies and methods that it feels best address the Objectives and Scope of Work, and achieve the tasks and deliverables outlined. Please also note the RFP states: *CONSULTANT ELIGIBILITY: This procurement is open to those consultants that satisfy the minimum qualifications stated herein and that are available for work in Washington State.*

4. **Can we submit the proposals via email?**

   ANSWER: Proposals are required to be submitted by e-mail.   Section 2 outlines the contact and email address for submitting proposals to the RFP Coordinator.   Section 2.3 Submission of Proposals states: *Proposals must be submitted electronically as an attachment to an e-mail to the RFP Coordinator, at the e-mail address listed in Section 2.1.*

5. **What is the geographic scope for this work?**

   ANSWER: The geographic scope of the project includes the 12 counties surrounding the Puget Sound, including Clallam, Island, Jefferson, King, Kitsap, Mason, Pierce, San Juan, Skagit, Snohomish, Thurston, and Whatcom counties, although the policies and guidance may also be applicable in other counties.

6. **Goal 1/Objective 1 of the RFP asks consultant to "engage local developers in research..." Does the Department have existing relationships with local developers that would facilitate their participation in market research efforts?**

   ANSWER: No, the department does not currently have existing relationships with local developers that would facilitate their participation in market research efforts. These relationships would need to be developed further to facilitate participation in a market research effort.

7. **Similarly, does the Department have existing lines of communication with local governments that would facilitate engagement with planning departments, et al.?**

    ANSWER: Yes, the department does have current lines of communication with local governments that may help facilitate discussion with local planning departments. Growth Management Services has communication resources and contacts with local land use planning departments, (e.g., newsletters, planner forums and contacts with all local governments and planning departments). These could all be at the disposal of a consultant.

8. **In the Purpose and Background section of the RFP, it states that the "overarching goal of the project is to produce strategies, guidance, and technical tools that can help developers overcome the barriers to implementing LID." Can you clarify the types of technical tools you envision as being part of this effort? Are they related solely to social marketing/communications objectives, or would they include technical guidance on actual stormwater infrastructure?**

    ANSWER: We do not have specific types of technical tools in mind, but at a minimum, expect the information would be pulled from the existing best practices that are currently being implemented successfully.