

## Questions received for Digital Navigator RFP

1. As a public library is KCLS eligible to apply for this grant?
  - a. Yes, Public libraries are eligible to apply.
2. Would you have time Tuesday or Wednesday to discuss the Navigator RFP?
  - a. As part of Commerce's competitive procurement procedures, I am required to document all questions and communications regarding the RFP and make them publicly available. Due to these restrictions, I will not be taking any meetings related to the RFP, however I am happy to answer any and all questions that you have via email. I try my best to answer them as quickly as possible via email, and update the FAQ weekly on a document on our website.
3. When do these funds expire?
  - a. June 30<sup>th</sup>, 2023
4. Can a library district or other government entity apply for these funds?
  - a. Yes, both are eligible to apply.
5. I was curious if a WA School District would be eligible to participate?
  - a. Yes, a WA school district would be eligible to apply for this program
6. Regarding the Digital Navigator Grant Program, can you tell me if this is a continuation of the Commerce grant currently held by Goodwill?
  - a. This RFP is separate from the Goodwill grant. Goodwill was awarded in our Fall funding round and their program was extended through June 30, 2023.
7. Could current Goodwill subgrantees be allowed to apply for the grant in partnership with a grassroots group / organization?
  - a. Yes, subgrantee's of current Digital Navigator Grants are eligible to apply for this new round of funding.
8. I would like to know if CACCWA is eligible to submit its own Digital Navigator RFP while being EEC's subgrantee.
  - a. Yes, subgrantee's of current Digital Navigator Grants are eligible to apply for this new round of funding.
9. Is there a local match requirement?
  - a. We do not have a match required for this grant.
10. Will funding be available after June 30, 2023?
  - a. This funding will expire on June 30, 2023.
11. Is there a requirement to continue the project with local resources after June 30, 2023?
  - a. There is no requirement to continue the project with local resources after June 30, 2023.
12. Are there page limits and font size requirements for this proposal?
  - a. There is no page limit and font size requirements for this proposal.
13. If the proposer is a group of entities, can each of the entities provide references to satisfy the Management Proposal requirement?
  - a. Yes. For each entity, List names, addresses, telephone numbers, and fax numbers/e-mail addresses of three (3) business references for the Proposer and three (3) business

references for the lead staff person for whom work has been accomplished and briefly describe the type of service provided.

14. For the organizational chart requirement, if we are applying as part of a consortium, do we create an organizational chart reflecting the consortium and roles of participating entities, or do we need to provide an organizational chart for each entity?
  - a. If applying as a consortium, please provide an organizational chart which shows the consortium and roles of the participating entities. Ensure the chart reflects relationships of this staff to other programs or functions of the firm. This chart must also show lines of authority to the next senior level of management. Include who within the firm will have prime responsibility and final authority for the work.
15. Our Proposer is a group of entities; must each entity in the group submit 3 references, or are you looking for a total of 3, from one or several of the entities?
  - a. Please include three total references from the proposer group, and three for each lead staff person per entity in the consortium.
16. I see a due date of August 18th, 2022, at 5:00 pm. Is this deadline firm, or is there a possibility that it could be pushed back?
  - a. The August 18<sup>th</sup> Deadline at 5 PM is firm. Please see the RFP section 2.3 for complete details.
17. Can we limit our service proposal to a specific county?
  - a. Yes, proposals can be limited to individual counties.