



**RESPONSES TO QUESTIONS REGARDING RFP FOR  
COMMUNITY OUTREACH AND COMMUNICATIONS CONSULTANT  
SERVICES**

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Note – some questions may have been abridged

- 1. QUESTION: Is there a firm already providing outreach and communications to Civic SD?**

**RESPONSE:** Yes

- 2. QUESTION: Why is CivicSD initiating this RFP? If there is an incumbent firm, why isn't this work being assigned to it?**

**RESPONSE:** As part of our standard contracting practices, we review and issue RFPs for various services as-needed. Please see answer to question 1 for incumbent firm question.

- 3. QUESTION: If there is an incumbent firm, what services have they provided under their contract? Are there any new services in this RFP scope of services from the incumbent's contract?**

**RESPONSE:** The existing consultant provides similar services to the current RFP.

- 4. QUESTION: What does CivicSD consider to be its three-five most significant challenges in the next five years**

**RESPONSE:** Through consultation with the firm selected, Civic San Diego will evaluate its significant challenges, which may vary over time.

- 5. QUESTION: What does CivicSD consider to be the most important outreach and communications services to be accomplished in the first 3 months, 6 months, and one year of the contract?**

**RESPONSE:** Please see RFP Attachment A.1 Scope of Services for more detail.

- 6. QUESTION: Page A.1-6 in Appendix A indicates that no specific budget has been set for these services at this time. When will a budget be known? What is likely in terms of the budget? Is there a scenario where the agency would bid the services, but not fund the services?**

**RESPONSE:** At this time no budget has been set and will not be set until a qualified firm has been selected. We are not currently aware of a scenario where the agency would bid the services, but not fund the services.

- 7. QUESTION: Is there a budget for the scope of services that the agency does not want to exceed?**

**RESPONSE:** Please see answer to Question 6 above.

- 8. QUESTION: Page 1 Section 1.1. indicates that more than one firm may be selected. Is there a limit to how many firms might be selected?**

**RESPONSE:** No.

- 9. QUESTION: Are our sub-contractors also subject to the requirement for Errors & Omissions Liability at \$1,000,000?**

**RESPONSE:** Yes, subcontractors are required to carry the same insurance coverage as the prime.