



**HIGHLANDS COUNTY
BOARD OF COUNTY COMMISSIONERS
(HCBCC)
PURCHASING DIVISION**

DATE: August 2, 2018

BID NO. RFP 18-040

ADDENDUM No. 1

Project: TDC Strategic Plan

This addendum is being issued to provide answers to questions received.

Questions and Answer:

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

Answer: Yes

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

Answer: A formal presentation may be part of the selection process as stated in the solicitation package and if a presentation is requested then the company would be required to attend an evaluation meeting in Sebring, Florida, USA.

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

Answer: Some tasks involved in this RFP require meeting with stakeholders in Highlands County and cannot be performed outside the USA.

4. Can we submit the proposals via email?

Answer: Electronic proposals are not being accepted as per the solicitation documents.

5. My company is considering responding to your Tourism strategic plan RFP, and I'm writing to see if you can provide any guidance on potential budget, e.g. previous budgets or approved.

Answer: The TDC has budgeted up to \$50,000.

6. Please confirm the amount of electronic copies. Pg. 3 states four (4), and Pg. 20 states one (1).

Answer: Only one (1) electronic copy is required. This Addendum revises the number to one electronic copy of the submittal on page 3 of the solicitation.

7. Has a budget been determined for this RFP?

Answer: TDC budgeted up to \$50,000

8. Who is your current, or previous, Advertising Agency and/or Tourism Strategist or Representation Firm?

Answer: We do not have an Advertising Agency.

9. When was the most recent Strategic Tourism Plan created, and what was the duration?

Answer: There is not one.

10. Who is the Evaluation Committee comprised of?

Answer: Casey Hartt, TDC Consultant; Cindy Garren, TDC Member; Taylor Benson, EDC