



ADDENDUM # 1 SOLICITATION RFP 2020-33

Marketing Services for Don Ryan Center for Innovation

This addendum is being issued to announce, revise, clarify and address questions or certain issues that have occurred since the solicitation was originally issued.

All contents of this addendum shall be incorporated into the solicitation documents and the ensuing contract with the awarded Contractor. It is the Contractor's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda on the signatory sheet.

QUESTION AND ANSWER

- 1. Question: What is the budget for the program?**

Answer: the budget is not being published because we want vendors to submit hourly rates and level of effort for each milestone identified to present a "bottoms up" price instead of a top down price based on the project budget.

- 2. Question: Is there a time schedule?**

Answer: The contract will be for one year with the option to renew for two (2) additional one year periods. If the vendor believes a desired milestone will take longer than one year, please so specify or describe the timeframe to complete the initial task versus on-going tasks required to sustain.

- 3. Question: Are out of state businesses allowed to bid if the owner lives in Bluffton?**

Answer: There is no geographic limitation or qualification, however there is a local vendor preference which comprises the possibility of attaining 5 points out of a possible 100 in the evaluation.

CHANGES TO TECHNICAL SPECIFICATIONS, PLANS, DRAWINGS -- none

CHANGES TO FORM - none.

All prospective Respondents are reminded and hereby instructed not to contact any member of the Town of Bluffton Council, Town Manager or Town of Bluffton staff members, other than the noted contact person OR the Town's Procurement Administrator regarding this solicitation or their response at any time during the solicitation and award process. Any such contact may be cause for rejection of your submittal.