



**City of Tacoma
Human Resources**

**Supervisory Policy Learning Program
RFP Specification No. HR21-0579F**

QUESTIONS and ANSWERS

All interested parties had the opportunity to submit questions in writing by email to Tad Carlson by 3:00 pm on July 21 2021. The answers to the questions received are provided below and posted to the City's website at www.TacomaPurchasing.org. Navigate to *Current Contracting Opportunities / Supplies*, and then click *Questions and Answers* for this Specification. This information IS NOT considered an addendum. Respondents should consider this information when submitting their proposals.

Below is a link to a recording of the pre-bid meeting.

<https://web.microsoftstream.com/video/7ea14349-a825-4fd3-b327-0da8148ade54>

Question 1: On pg 10 we have two questions: what is meant by the term “warranty” in the diagram at the top of the page?

Answer 1: Availability to refine or update delivered products if there is an instance of defects in the products.

Question 2: Also the contract term says “The contract will be for a three-year period with the option to renew the contract for three additional one-year terms. The City reserves the right to cancel the contract for any reason, by written notice, as stipulated in the contract.” We are assuming that the budget stated for this project is for the one year scope, not for a 3 year period, is that correct?

Answer 2: Correct. The budget is for the work completed in 2022.

Question 3: Finally, you use the term “collateral” as a deliverable (pg 10). This is a typical marketing term used to refer to design work, written blurbs, etc. How do you mean us to interpret this term?

Answer 3: Please see section 3.3.1 for the description.

