



City of Tacoma
Tacoma Venues and Events

Venues Assessment
RFP Specification No. PF22-0244F

QUESTIONS and ANSWERS

All interested parties had the opportunity to submit questions in writing by email to Tad Carlson by 3:00 pm on September 28, 2022. The answers to the received questions are provided below and posted to the City's website at www.TacomaPurchasing.org: Navigate to *Current Contracting Opportunities / Services*, 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.

Question 1: **Is the \$150,000 budget is per building, or the total budget for all 5 assessments?**

Answer 1: *The budget for the entire project is flexible based on the bids received. Our desire is that no single building or building group (i.e. Dome, GTCC, Theaters) is more than \$150,000. \$150,000 total is not the maximum available for the entire project. However, total proposed cost will be an item of consideration in the scoring process.*

Question 2: **Is it intended that the \$150K includes travel expenses for the successful bidder coming from out of town? Or would travel expenses be on top?**

Answer 2: *The intent is that the financial proposal you submit will include all potential maximum costs, including travel expenses, recognizing that the final cost may come in lower should less travel be required.*

Question 3: **The due date for the project completed is Dec. 31, 2023. Is that the correct date?**

Answer 3: *This was included as the potential end date for any contract resulting from the RFP. Our desire is to move quickly with the project, while recognizing the need of the selected bidder to coordinate subject matter experts to participate. Potential completion date will be an item of consideration in the scoring process.*

Question 4: **Was the pre-bid meeting on September 30th a mandatory meeting or optional?**

Answer 4: *Attendance at the meeting is not a requirement to submit a bid.*