

## **Responses to Questions for RFP to develop an RFP for the Historic and Cultural Resources Survey Pilot**

### **Questions**

#### **Is the size of the RFP Evaluation Team up to the discretion of the hired consultant, or is there a set limit created by City Staff?**

There is no set limit to the size of the RFP Evaluation Team. The consultant will work with City Staff to determine the number of participants.

#### **Can the RFP Evaluation Team include individuals from the Historic Preservation Task Force?**

Yes, the RFP Evaluation Team can include members of the Historic Preservation Task Force. However, anyone involved in the drafting of the RFP, including members of the RFP Evaluation Team, will not be eligible to apply for the position of Historic and Cultural Resources Survey Consultant or be included in any team proposal submission.

#### **Will focus groups include members of the public?**

The focus at this stage is to engage with cultural organizations and local institutional partners, however, we would not rule out a member of the public participating.

#### **What is the extent of public engagement expected during the initial process, or will more engagement occur during the actual survey?**

Public engagement during this stage will be limited to the dissemination of information related to the overall Historic and Cultural Resources Survey Project. The public will be updated about the upcoming survey through the appropriate City websites and social media.

#### **How many meetings with project partners, focus groups, and interviews does the City anticipate, or is this up to the consultant's discretion?**

The number of meetings will be determined in consultation with City staff, however applicants are encouraged to submit a proposed project schedule including a suggested number of meetings as part of their RFP response.

#### **With current restrictions due to Covid, do you anticipate a mix of virtual and in-person meetings?**

We anticipate that all meetings will be held virtually.