



## **RFP for Marketing and Communications Services**

### **Q&A**

**Question 1:** Can you please provide clarification re: the proposal submittal deadline date and time? Also, I see that email submissions are not allowed. Do we have the options of mailing the proposal and delivering it in person?

**Answer 1:** The submittal deadline is September 13 at 3 p.m. Mailing the proposal or delivering in person is acceptable.

**Question 2:** The budget stated in the RFP is not to exceed \$24,000. Do you see this budget as all encompassing for all things PortKC? Or, would these development opportunities - and the creative/marketing that would be needed (if/when they come to fruition) - be outside this budget? Or would the expectation be to keep everything within that \$24,000?

**Answer 2:** The anticipated first year will have a not-to-exceed value of \$24,000, plus any additional special projects. To clarify, these additional special projects may be executed with a negotiated budget outside of the stated \$24,000. We do anticipate a lot of movement and progress in this coming year and may seek to engage the selected Firm for special projects pertaining to these with additional budget.