

Question and Answers for RFQ 2024-01 Project Management and Communications Contractor to Support the JPS-Hinds Early Learning Collaborative

- 1. The RFQ states that Page 12 should be the cover page. Should the remaining forms (Pages 13+) be placed immediately after Page 12, or would you prefer the remaining forms be placed after our proposal?**
 - Yes, place the remaining forms behind your proposal.
- 2. It states to submit Original RFQ Documents. Would you like the entire RFQ documents submitted with our proposal? If so, would you prefer these pages go before or after our proposal? Please submit with the proposal**
 - Yes, These documents can be placed wherever you feel it fits in the full document for submission. Please just place the cover page with the proposal price
- 3. I have not seen any addendums for this RFQ. Wanted to confirm that none have been issued?**
 - No there are not any addendums recorded as of today. If they are issued, they will be posted on the JPS website and Central Bidding.
- 4. For the budget, could you please elaborate on the promotional materials you have in mind (quantity, types, etc.) and would you please elaborate on the Work Plan for Collaborative Activities? Want to make sure we provide an accurate scope for the budget and services to ensure that we are meeting your goals and needs.**
 - These are materials that will need to be provided to fulfil these collaborative activities below. Please note there can be additional activities the JPSPD will need to complete.
 - Handbooks
 - Monthly newsletter
 - Plan for early learning collaborative
 - Read across America
- 5. The RFQ states that creating videos will be part of the services needed. Is there a number for how many videos will need to be created.**
 - The number of videos was not specified.
- 6. In order to help with creating a preliminary budget (we will certainly want to meet with your team to create a fully tailored budget if we have the opportunity to work together), are you able to share the total amount budgeted for this RFQ?**
 - Our goal is to create a library with exemplary videos and use them as needed. The total amount budgeted for this RFQ is approximately \$145,000. Please let me know if you have any additional questions.