



2022 Mixed Media DEI Fellowship Programming RFQ Questions

- 1) Qualifications: I noticed the list of qualifications in section II of the RFQ but not a specific direction to address these in our response. Should we attach evidence that we meet each of the requirements or is this to be done after we pass Level I Administrative Responsiveness?**

Evidence that you meet the stated requirements can be attached to your response prior to passing Level 1 Administrative Responsiveness, otherwise, this evidence must be attached following the passing of Level 1 Administrative Responsiveness.

- 2) Additional Forms: Section VI in the RFQ states that we must also submit the required documents specified in the General Conditions and Compliance Documents (Appendix A). Can you confirm that list exclusively includes:**

Attachment 2: Request for Proposal Warranty & Affidavit
Attachment 4: Proposer Disclosure Form
Attachment 5: Bidder CEC Form 50
Attachment 6: Bidder CEC Form 55
Attachment 7: Sexual Harassment Policy Disclosure Form

A responsive proposal for the 2022 Mixed Media DEI Fellowship RFQ must include completed Attachments 2, 4, 5, 6, and 7 listed above.

- 3) Should we submit all addendums and appendixes as separate documents or should we create one document with the RFQ response and all the required forms and submit that via the link to Box?**

When submitting your proposal package electronically, please provide it as one document in PDF format. The document should include any work samples, exhibits, and other required forms that you are submitting, and be named: "Strategic Planning Facilitation of the LACERS Board of Administration RFQ." Submit your proposal via the link to Box.

For instructions on how to submit your proposal, please see Article V Response Submission and Evaluation on pages 8 and 9 of the 2022 Mixed Media DEI Fellowship RFQ.

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