



STRATEGIC COMMUNICATIONS SUPPORT RFP

QUESTIONS AND ANSWERS

UPDATED September 24, 2018

The following questions regarding the Request for Proposals for the Strategic Communications Support were submitted:

Submitted on September 6, 2018

Question #1: Can companies outside the USA apply for this (like from India or Canada)?

Question #2: Do we need to come over there for meetings?

Question #3: Can we perform the tasks related to the RFP outside the USA (like from India or Canada)?

Answer to Question #1, #2 & #3: The consultant that the City hires will need to be on-site two days a month at Millbrae City Hall to meet with staff. The consultant is also required to attend two City Council meetings in person every month in the Millbrae Council Chambers. The consultant will also need to be on-site for an interview with staff before the contract is awarded. Any company that submits a proposal must be able to meet these requirements.

Question #4: Can we submit proposals via email?

Answer to Question #4: Proposals cannot be submitted via email.