

Strategic Communications Consulting

Request for Proposal: Questions & Responses

April 17, 2013

- 1. Does the State Bar have a cost worksheet template you would like us to use and include in our response?**

No, there is no specific form cost proposal necessary for bidding.

- 2. Is there an anticipated start date for this project?**

We anticipate starting June 2013.

- 3. What is the budget for this project? How will the monthly fee be determined? Can cost be bid as an hourly rate with a monthly maximum cap?**

There is an expectation of paying a set monthly retainer for the consulting services scope listed. This can be arrived at by estimating the total number of hours expended at a given rate per month. It is possible that additional services may be required in the future outside this anticipated scope, so we would also like to see an hourly rate bid for any new consulting services rendered in the future.

- 4. Is there an incumbent vendor?**

There is a contractor providing similar serves at the moment. That contract ends May 31, 2013.

- 5. Would the State Bar consider a team that would work remotely for a portion of this project?**

This may be possible if the services provided to the reasonable satisfaction of the State Bar's Executive Director or his designee and in accordance with the State Bar rules, regulations, policies and procedures and within the agreed upon cost. Working remotely could only be done for a portion of the project not all of it.