



**REQUEST FOR PROPOSAL EXECUTIVE SEARCH AND RECRUITMENT SERVICES**

**Question and Answer #4**

**April 15, 2024**

1. Regarding the vendor questionnaire, is the financial information mandatory? Can we put in ranges? Can we defer?
  - You can defer.
  
2. Do the proposers have to be small business owner certified?
  - No, proposers do not have to be small business owner certified. But if they are certified as small business, they are eligible for a 5% bid preference as part of the evaluation process, as described in RFP section III.D.4.