



City of Santa Fe, New Mexico

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November 13, 2020

NOTE TO PROPONENTS

ADDENDA # 1 TO RFP # 21/18/P

Questions and Answers to RFP 21/18/P

Although I'm aware that a single organization may only be awarded a contract through either the DCI or the TMI, can one organization submit proposals to both RFPs?

No, organizations are encouraged to apply for only one category

will the traditional spring application cycles take place in 2021? Or, does the COSF budget point toward another delay/cancellation?

It is anticipated that the Fiscal Year 22 (July 1, 2021-June 30, 2022) program and application will be ready for release in Spring 2021.

Should we send all questions directly to you for the Traditional Marketing 2020-2021 Impact Application?

All questions related to the RFP are to be submitted in writing to Pauline Kanako Kamiyama, Procurement Manager to be addressed; pkkamiyama@santafenm.gov

In looking at Eligible Expenses and Ineligible Expenses, I do not see Artist Fees on either list. In the past, arts organizations had to use at least 50% of their funding for marketing and PR. So does this mean that grantees must now use 100% of their funding for Marketing and PR?

Artist Fees are allowable - please see the GoSmart application Budget form

Regarding the Schedule: I don't understand which of the Responsible Parties are the responsibility of the Applicant, as opposed to someone on City staff. For example, I am not familiar with the terms, Potential Offerors and Final Offerors.

Applicants are defined as the "Offerer" - from RFP definitions: "Offeror" is any person, corporation, or partnership who chooses to submit a proposal.

The project began on July 1, 2020. But there is a question on that page that asks for programming that will take place between February 1 and June 30, 2021.

The project/program's marketing/promotion you plan on paying for between February 1, 2021 through June 30, 2021 is eligible. This means it could be for project happening during this time period OR for future programs (July 1, 2021 on) that you are marketing and promoting prior to June 30, 2021. No retroactive projects are eligible as the RFP was released on 11/12/20.