

**The City of Santa Fe
AND
Arts and Culture Department and Community Engagement Department**

REQUEST FOR PROPOSALS (RFP)

**Culture, History, Art, Reconciliation and Truth (CHART)
Initiative: Consultant Team**



**RFP#
21/30/P**

Questions & Answers #2

Proposal Issue Date: April 6, 2021

Culture, History, Art, Reconciliation and Truth (CHART) Initiative

RFP# 21/30/P

Questions and Answers #2

1. Is there flexibility with the timeline in general?

As per the proposal, the timelines after the due date are determined as per schedule Section II.A., Sequence of Events, or as soon as possible thereafter. The due date for Submission of Proposals remains the same.

2. Is there flexibility with the timeline of the RFP? Can the date of the presentation be changed?

As per the proposal, the timelines after the due date are determined as per schedule Section II.A., Sequence of Events, or as soon as possible thereafter. Section II.B.9. does allow for some flexibility on the date of the oral presentation as this fall after the due date.

3. Are the final report and recommendations going to be made public?

Yes, the final report and recommendations will be made public – it will need to be submitted to the Governing Body which time it becomes a public document.

4. What do you envision will happen following the final report and recommendations?

This question does not pertain to the RFP.

Pre resolution: The final report and recommendations will be submitted and presented to the Governing Body for their review and action. The presentation will be made by the Consultant Team.

A. Will there be an element of community control/involvement?

The Governing Body will make decisions on any recommendations put forth through the community-centered process which was established through the CHART process (convening convenings, survey, one-one-one interviews, art activations, cultural history series, etc).

B. Who has editorial control over the content in this report/recommendation?

Refer to the RFP. Review of the draft report will be made by the City project team, however, it is under the purview of the Consultant Team to write, edit and submit the final report/recommendations.

C. What if city staff does not like the recommendations?

Refer to the RFP.

It is the City project team's responsibility to submit the report/recommendations to the Governing Body for their review.

D. What input will the contracting consultant have in this process?

The Consultant Team will develop and present their final report and recommendations to the Governing Body.

5. By Resolution it is stated that "work outlined in this resolution be completed by December 30, 2021, with phased benchmarks and timeframes delineated in the facilitation team's and City project team's work plan." Please clarify work due by December 30 2021 or twelve (12) months.

The work needs to be completed by December 30, 2021, unless the City's Governing Body extends the timeline upon request from the Consultant Team and/or City Project Team. Offerer's are encouraged to include a proposed budget with the current resolution's timeline and provide an explanation regarding what they would do if there were an extension.