

1. Q1 Reference: RFP Inquiries / 1.6

Question: Can we schedule a time to chat about the scope, budget, or to get additional information?

Answer: All questions related to the RFP must be submitted in writing (Section 1.6 on p4) so that responses can be posted as Q&A updates online. MCEC will try to post frequently, so that follow-up questions can be [submitted](#) if any additional clarification is needed.

2. Q2 Reference: RFP Access Assistance

Question: We have a problem while logging into the following site: <https://www.mdcleanenergy.org/resources/rfp-bulletin-board/>. Can you provide login information?

Answer: You do not need to login to the site to access the RFP or submit a proposal. All of the information and instructions are in the PDF linked via the RFP & Bid Opportunity Bulletin Board Page: <https://www.mdcleanenergy.org/wp-content/uploads/2022/08/MCEC-RFP-MarComm-On-Call.pdf>. The login feature on the MCEC website allows users to manage email subscriptions and event registrations. It is not connected to the RFP process.

3. Q3 Reference: Budget Parameters / 3.2

Question: Are there budget parameters for the services sought?

Answer: There are no specified budget limitations for proposal consideration. Vendors should submit proposals for comprehensive bids to support all projects/services outlined in Section 3.2 on p10, or respondents may select specific tasks and note what is included in with their bid. As appropriate, individual services may be listed at hourly rates or project totals, which may or may not include an estimated number of hours, for review.

4. Q4 Reference: Proposal Requirements / Section IV

Question: Given the lack of specificity regarding scope requirements and that no deliverables were identified in the RPF, will MCEC entertain the following for the cost portion of the proposal? A Time & Materials pricing structure to include a price list/rate card supporting firm capabilities so that once contract is awarded, the firm can collaboratively build a tailored approach and budget based on thorough discussions of MCEC's specific requirements and desired outcomes.

Answer: A Time & Materials pricing structure with an included price list/rate card supporting firm capabilities will be acceptable for the cost portion of the proposal. As appropriate, individual services may be listed at hourly rates or project totals, which may or may not include an estimated number of hours, for review. Project specific budget(s) can be finalized to meet the specific scope of work and deliverables for each project assigned, following the award of contract(s).