

July 11, 2023
Rhode Island Commerce Corporation
REQUEST FOR PROPOSALS

Solicitation Number: **RFP-2311**

ADDENDUM NO. 1

Questions & Answers

REQUEST FOR PROPOSALS
RENEWING RHODE ISLAND'S FOOD SYSTEM PLAN

The Rhode Island Commerce Corporation ("Corporation") seeks proposals from qualified firms to provide an updated food systems plan, building on the 2017 Rhode Island Food Strategy. The state food systems plan will establish collective goals to support the development of a more sustainable, equitable, and economically viable food system for all Rhode Islanders.

Question #1: Please confirm if there is a set date by which the plan needs to be finalized. The previous RFP mentioned April 2024.

Answer #1: The Corporation anticipates that the plan will be completed by August 2024, but there is flexibility if the process takes longer.

Question #2: Can you confirm if the \$20,000 in compensation for the 20 Lead Authors will be deducted from the consultant's budget (and is part of the \$80,000 not to exceed amount)?

Answer #2: The compensation for Lead Authors should be included in the Proposer's budget with maximum administration costs of 10%. It is possible that not all authors will require stipends so there will be flexibility on this budget item if less funding is required for stipends.

Question #3: Is the five year impact study of Relish Rhody available for review? The RFP lists a May 2023 publication.

Answer #3: The process was delayed and it will be published by end of July.

Question #4: Can you provide a draft estimate of the selection process and timeline?

Answer #4: The Corporation expects that a Consultant will be selected by early August., contract negotiations will take place soon after and work will begin mid to late August.

Question #5: Who are the members of the Commerce project team?

Answer #5: Julianne Stelmaszyk, Director of Food Strategy

Alison Macbeth, Project Manager

Additional marketing/design/communication staff to support as needed.

Question #6: Is there an estimated event time/length for the two stakeholder gatherings and the one statewide food system summit?

Answer #6: This will be determined with the Steering Committee in partnership with the selected Proposer based on who needs to be engaged. The Corporation currently anticipates holding a half-day event (maximum 3hrs) for each of the two mini-summits with key stakeholders and a day-long food summit in Spring 2024.

***End of Addendum ***