



The Corporation of the Village of Slokan

PO Box 50, 503 Slokan Street, Slokan BC, V0G 2C0

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Addendum 1

Village of Slokan

GRAPHIC DESIGNER

(COMMUNITY ENGAGEMENT and WATERFRONT MASTER PLANNING)

RFP-2024-04

Closing Date and Time:

3:00 p.m. Pacific Time

Thursday, November 14, 2024

Submit To:

Patricia Dehnel

Interim Administrative Officer

Phone: 250-355-2277

Email: cao@villageofslokan.ca

Questions Received:

- 1. Is this a newly initiated project, or is it a continuation of an existing one?**

Yes, this is a new project initiative for the Village of Slokan.

- 2. If it is ongoing, kindly provide the names of the current service providers/incumbent vendors?**

There are no current service providers or vendors.

- 3. Could you provide details on the previous expenditure associated with this contract?**

There are no previous expenditures associated with this contract.

- 4. Could you confirm if it is possible to obtain the proposals or pricing details of the incumbent vendors?**

There are no incumbent vendors.

- 5. Are there any specific challenges or issues currently being faced with the existing vendors?**

There are no existing vendors.

6. Can you clarify the expected number of awards for this solicitation?

There will be one successful proponent awarded for this solicitation.

7. Is there any preference or priority given to local vendors for this contract?

Although we try to hire locally, when possible, proponent location is not part of our evaluation criteria.

8. Can you share what the budget is for this work so we can tailor our response to your needs?

As a small municipal community on a restrictive budget, we are hoping to have competitive fees proposed to us. With that said, we have set aside roughly \$10,000 for the Graphic Design component of this project.

9. Will we be involved in community engagement/workshops in order to develop the brand? If so, can those be facilitated remotely vis Zoom, or will travel be required?

Yes, there will be some level of engagement required with the community workshop sessions, especially pertaining to documenting, or 'packaging', the content of said sessions for the website. We can, most likely, facilitate remotely.

10. Is there any other portal wherein the vendors need to track for the modifications apart from the website mentioned in the document.

No, there is no other portal. Please refer to the website referenced in the document or reach out directly the Village of Slocan office for updates.