

**City of Auburn WA Departments of Administration - Economic Development Division &  
Community Development & Public Works**

**Q & A FROM JUNE 17, 2015 MEETING**

**Date 06/17/2015**

**REQUEST FOR PROPOSAL (RFP 2015-1001)**

**Ten (10) Year Economic Development Strategic Plan**

**Bid Deadline and Delivery Date: June, 22<sup>nd</sup> 2015 5PM local time**

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**The following are questions asked by potential respondents to the above named RFP with answers from the City of Auburn's WA Department of Administration, Economic Development Division. The headers below are in reference to pages and tasks found in the RFP.**

**Task 3**

1. Q. Is the City open to different ways of us answering the items?  
A. Yes, but make sure you reference the last paragraph on page 13 in your narrative so we don't miss anything.
2. Q. Is it important to respond to the RFP in the order in which topics are listed in the RFP?  
A. Yes and no. Yes, it would be easier for us to confirm you have a completed RFP, but we understand you may already have a system in place that might not fit the RFP exactly. Feel free to do it the way you are most comfortable.

**Task 5**

3. Q. Regarding "e." What level of detail are you looking for on this, overview or sustainability?  
A. Respond to this as though you are a site selector (include roads, rail, water rates, suppliers, infrastructure, etc.).

**Task 6**

4. Q. Does the City have a list of consultants  
A. No. It is up to you.

**Task 7**

5. Q. What level of comparison is the City looking for?  
A. Communities that match us by age, demographics, industry, you decide; you have a better idea of other communities. Does not have to be limited to NW, East coast could be foreseeable.

**Task 11**

6. Q. Regarding meetings – Can this be streamlined?  
A. Yes, absolutely. We will create a document that contains all known stakeholder meetings (i.e. City Council work sessions and meetings, Planning Commission meetings etc.).  
NOTE: Doug mentioned a schedule would be great to see as part of your work product – we will try to get the list of known meetings to you ASAP.

**Other Questions:**

7. Q. Is GIS available to us?  
A. Yes, if you are in need of the City's GIS we (Doug) can submit a request on your behalf. The details to be worked out later.
8. Q. Has the City done a business retention/expansion survey of the business community?  
A. Yes, but it was limited and informal. Doug will look back at the IPZ survey to see if there is anything that makes sense to put on the RFP website.
9. Q. Are there any problems in the community that need to be solved?  
A. Yes, the following are issues; the vacancy factor is low (need creative ideas for planning/development i.e. incentives), lack of parking downtown, lack of available land, lack of retail and lack of branding.
10. Q. What size of an electronic file can be sent to the City?  
A. The City can accept electronic files up to 20MB. If your file is larger, please indicate 1 of 3, 2 of 3, and 3 of 3 in the subject line of your submittal e-mail.

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Questions regarding this Request for Proposal may be directed to the following person:

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