



**CITY OF WEST COLUMBIA - West Columbia Strategic Planning Services:
South Carolina Opioid Recovery Fund
REQUEST FOR QUALIFICATIONS- ADDENDUM No. 1**

This addendum addresses questions submitted by potential respondents regarding West Columbia Strategic Planning Services: South Carolina Opioid Recovery Fund RFQ
Please incorporate the following clarifications and responses into your proposal.

- 1. Would the City be open to modifying/increasing the budget for the proposed work? Or would the City be willing to consider proposals that exceed the listed budget?**
 - The budget has been set and approved by the SCORF board per their guidelines for Strategic Planning associated with SCORF dollars and is firm.

- 2. We understand that the City requires the proposal to be submitted in hard copy paper format. Is the City willing to amend this requirement to allow for an electronic-only submission?**
 - Yes, electronic-only submissions may be submitted.

- 3. Will out-of-state vendors be considered?**
 - Yes, out-of-state vendors will be considered, there is no local preference for this project.

- 4. To what extent is in-person engagement (vs. virtual) desired from the project team? To what extent are in-person meetings and/or in-person data collection activities desired?**
 - ↳ The primary focus is on ensuring the project team's ability to consistently meet the required availability and successfully deliver the full scope of work as outlined in the RFQ. The evaluation will prioritize the firm's demonstrated capacity to meet the project's requirements, not the specific modality of interaction.

- 5. The RFQ mentions that the strategic plan will serve as a roadmap for Police and Fire Departments. Does the City have other key stakeholder groups identified (in addition to the existing Community Outreach Teams) who they would like to see engaged in the strategic planning process?**
 - ↳ This strategic planning process's primary focus will be on internal stakeholders within these departments. While community outreach and engagement are vital for the city, this particular plan is intended to optimize the allocation of available SCORF funding each year to best serve the community through enhanced internal departmental strategies.

6. **To what extent will the City facilitate access to existing data that may be used for assessment purposes (e.g., indicator data from city/county-level agencies; local survey data; etc.)?**
 - ↳ The City will facilitate access to existing data readily available from its GIS and internal sources for assessment purposes. This includes relevant indicator data and other pertinent information that can support the strategic planning process.

7. **Do you anticipate this assessment will include primary data collection (focus groups, surveys, interviews, etc.), or will it focus on existing secondary data to inform the strategic planning?**
 - ↳ This assessment will primarily focus on utilizing secondary data or previously collected primary data to inform the strategic planning process.

Any additional questions should be submitted in writing to kcall@westcolumbiasc.gov by 5pm (EST) on March 20, 2025.

Submission Deadline: 4:00 PM (EST) March 25, 2025.

City of West Columbia

Attn: Katherine Call, Director of Community Development

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Contact Information

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