



## Request for Proposal: WHEP Quality Control

### Questions and Answers

- 1. Question:** Are the training materials under Task 2 provided by MPCA/the County, or is the Consultant responsible for preparing such materials?

**Answer:** All training materials (manuals, guides and slide decks) have been developed by the MPCA and WHEP program staff and are repurposed each year. The MPCA and consultant collaborate on training content and divide up leading topical areas based on their experience and expertise. The consultant is expected to co-lead all trainings by preparing for all trainings with the MPCA and WHEP program staff with reviewing and helping organizing training materials, being present for all trainings to lead breakout sessions for learning.

- 2. Question:** Please clarify which format the proposal should follow: proposal contents on pages 6-7 or the proposal evaluation criteria on page 8?

**Answer:** Please follow the proposal contents on pages 6-7. This should be the framework of the proposal content. Within that framework, we have provided additional details in the evaluation criteria on page 8 to help organize proposal information within the framework.

- 3. Question:** Is there an allotted amount in the County's budget set for this project?

**Answer:** The project is fully funded. We are not disclosing our budget/internal estimate with the hope that bidders will submit their most competitive pricing based on the scope and requirements outlined.