



RFQ #4359 Fiscal Sustainability Plan Q&A

1.

Q: In light of the COVID pandemic induced restrictions on businesses, our access to our offices is limited. Would the City of Fullerton be willing to accept email submissions?

A: The City of Fullerton will *not* be accepting email submissions. Electronic submissions will be accepted in the form of a USB drive. You may mail or hand deliver 5 USB drives or 5 hard copies of your submission to the City of Fullerton. In person drop offs can be delivered to the security guard in front of City Hall or at the front desk in the lobby at 303 W. Commonwealth Avenue, Fullerton, CA 92832 before 2:00 P.M. on December 4, 2020.

2.

Q: Has the City of Fullerton established a budget range for this RFQ?

A: The City of Fullerton has *not* established a budget range for the Fiscal Sustainability Plan. You may provide alternatives that the City will negotiate for overall service.

3.

Q: On page 4 of the RFP, the RFP states: The City's goal is to have the selected firm present its report by spring 2021 ... Considering that goal, what is the anticipated start date of the project? And is there a more specific date for the report presentation than "spring 2021"?

A: The City of Fullerton intends to take an award of contract to the City Council on December 15th and the project will begin shortly thereafter. There is not a specific date scheduled for the report presentation however, it is anticipated to take place in late March or early April 2021.

4.

Q: Does the City have an anticipated budget for the Fiscal Sustainability Plan?

A: Please see answer to question #2.

5.

Q: Will it be possible to deliver the USB drives with the proposals to the City in person or do they need to be sent via mail?

A: Please see answer to question #1.

6.

Q: How does the City envision that the consultant completing this plan will interact with the consultant chosen for the City's strategic planning process?

A: The City of Fullerton envisions that the Fiscal Sustainability Plan will be a background document used in the City's strategic planning process. If there is a determined need for the fiscal sustainability consultant to interact with the strategic planning consultant, that hourly rate should be included in the proposal.

7.

Q: Has the City already selected a consulting firm for the broader strategic planning process?

A: The City of Fullerton has **not** chosen a firm for the strategic planning process. The Strategic Plan RFQ is currently posted and submissions are due by December 18th by 4:00 P.M.

8.

Q: Will the selected consultant be responsible for developing and implementing an outreach strategy, or will they participate in an outreach strategy developed by others (e.g. City or other consultants)?

A: The City of Fullerton requests that the selected consultant be responsible for developing an outreach strategy, in coordination with the City. The City of Fullerton will implement the outreach strategy.

9.

Q: Does the City have specific expectations related to outreach for the Fiscal Sustainability Plan (i.e. number and types of meetings to be conducted)?

A: The City of Fullerton expects the consultant to propose what they believe would be in the best interest of the city regarding number and type of meetings. The City also requests that the consultant propose some form of community survey that residents may access and submit responses to online.

10.

Q: Should the proposal include presentation to/meetings with the City Council and/or any relevant committees subcommittees?

A: Yes, the proposal **should** include presentation to and meetings with the City Council as well as any other relevant committees or subcommittees.