

1. Kindly clarify the overall duration for our interview and anticipated time break-out for Presentation vs. Q&A

There are three interviews scheduled over a three hour period. We are planning on presentations and opportunities for questions to be approximately forty five minutes.

2. The original RFQ suggested a fee form would be required of short-listed firms, however the interview letter makes no mention of bringing a fee proposal. We assume this to be a qualifications-based selection with fee to be negotiated upon selection, but we do seek clarification on that.

The RFP Statement/Fee Proposal Form is located on pages 35-36 of the RFP. As stated in the RFP, the Statement/Fee Proposal Form must be submitted at the time of your interview.

3. Does the town have Audio-visual equipment and a projection screen, or shall we bring our own equipment?

We will have a laptop/projector and screen/whiteboard available to plug in a thumb drive.