

April 20, 2017

Rhode Island Commerce Corporation

ADDENDUM NO. 001

Questions & Answers

REQUEST FOR PROPOSALS
Solarize Rhode Island Marketing Consultant

The Rhode Island Commerce Corporation (the Corporation) is soliciting a Request for Proposal from firm or firms qualified to provide marketing support, outreach management, facilitation, and assistance for the Solarize Rhode Island program.

#	Questions	Answers
1	Whether companies from Outside USA can apply for this? (like, from India or Canada)	Yes, however, in accordance with Title 7, Chapter 1.2 of the General Laws of Rhode Island, no corporation organized under the laws of another state or country shall have the right to transact business in Rhode Island until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). This is a requirement only of the successful agency.
2	Whether we need to come over there for meetings?	The Solarize Rhode Island program is designed as a grass roots marketing and education program for solar PV. It is vital that the marketing consultant have a presence at all Solarize RI related meetings and events including but not limited to solar workshops, kick off meetings, education trainings with solar ambassadors, etc.
3	Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)	It is preferable to have the selected Marketing Consultant perform the tasks here in the state of Rhode Island due to the high volume of in-person related meetings and activities.
4	Can we submit the proposals via email?	We require: 1) One (1) electronic (PDF) version 2) five (5) printed copies of the complete proposal must be mailed or hand-delivered in a sealed envelope marked. Note: No phone calls and late responses will be accepted and responses received via electronic submission only will be disqualified. This means that if we receive a submission that is only electronic, then it will be disqualified. All requirements must be met in order to qualify.

5	<p>Can you clarify the number of towns or coalitions of towns that will be participating in the Spring 2017 Solarize RI campaign? The website says "“Congratulations for the communities of Cranston and Charlestown that have been selected as the new Spring 2017 Solarize Rhode Island municipalities!”. Are these the only two communities that have been announced or are there only two communities that will be running campaigns? If there are other towns, do you know how many and where they are located?</p>	<p>The communities of Cranston and Charlestown have been selected by the Program Administrators for the Spring 2017. The next Request for Applications for the Fall 2017 Round of Solarize will be announced later in the year. It is unknown at this time how many communities will be selected for the fall round. All Solarize RI communities are located in Rhode Island.</p>
6	<p>The website has the timeline for the Spring 2017 round posted as launching on June 1st and ending on Sept. 8th. Is this accurate?</p>	<p>That is correct.</p>
7	<p>Is there a page limit for the submission? Is there a page limit on any attachments?</p>	<p>There is no page limit. However, it is preferable to have the submission stay under 25 pages.</p>

***End of Addendum ***