



QUESTIONS & RESPONSES #01

RFP or RFQ / TITLE 070152 | Marketing & Advertising Support

CONTACT HEATHER SHADKO, PROCUREMENT

EMAIL procurement@portoftacoma.com

PHONE NUMBER 253-428-8697

SUBMITTAL DUE DATE October 30, 2015 @ 2:00 PM (PST)

Q&A ISSUE DATE October 8, 2015 @ 1:00PM (PST)

PROPOSER QUESTIONS	PORT RESPONSES	RFP/ RFQ Section
Could we use Skype or conference calling for routine meetings? I refer to to your point on page 5, paragraph 4: 'Routine meetings between the Consultant and Port/NWSA staff will be required. These meetings will include discussions about schedules and planning, concept approvals, pre-production of advertisements or other agency-produced materials, Additional meetings may be held with certain Port or NWSA personnel as needed. '	We would be open to having some of the routine meetings by teleconference. We will want at least the strategy sessions (perhaps one or two a year) to be in person.	pg 5
Does the Port want samples of work included with the our firm's proposal? If yes, how many? And can they be attached as an Appendix rather than included in the proposal?	Relevant work samples would be appreciated, but they must be referenced or included in the proposal, not as an appendix.	