

## Questions Re: SOQ for WFRC and MAG Planning and Model Development Consultant Pool Year 3

1. **Does an existing admitted firm need to respond when they receive an RFQ notice? For example, if a firm joined in 2023 at the start of the pool's three-year cycle, would they need to submit again, or can they wait until Fall 2025 (when the cycle renews)?**

No. A current and accepted firm does not have to submit a new SOQ unless it wishes to include changes to its original submission.

2. **Can a firm [that] has been admitted to some categories in the past but would like to be added to additional categories for 2024-2025 submit proposals for those additional categories?**

Yes. Please submit a complete Statement of Qualifications; you will be evaluated only for the new categories you include.

3. **Should a firm that has been admitted to previous category pools re-submit on categories they have already been admitted to if they have changes or additions they would like to make to their previously submitted teams, project experience, etc.?**

Statements of Qualifications can be updated at any time. Please send us your updated SOQ with new team members, etc., so we can share the current version with cities looking to learn more about your firm.

4. **Question: Regarding the "Digital Infrastructure" category. Are they referring to publicly-owned infrastructure that supports information distribution to residents, businesses, and institutions, or are they looking for someone to help with the internal IT and data delivery systems in a public entity? Or both?**

Digital Infrastructure Planning includes planning related to access to technology and infrastructure to improve conditions for working from home or pursuing educational goals. Tasks may include identifying gaps in access and/or exploring options and making recommendations to enhance the digital infrastructure. One such example can be seen at this [link](#). To add a specialized skill set to your qualifications, please update your proposal cover letter and describe your expertise.

5. **Are resumes located in the appendix?**

An SOQ does not include an appendix or require resumes. Instead, please use the section dedicated to Overall Firm Qualifications and Relevant Experience to discuss the project team and its qualifications.