



## Addendum 1

# Questions and Answers and Amendment to Simcoe Muskoka Workforce Development Board RFP for Qualified Consultants to Prepare a Muskoka Labour Market Environment Scan, Assessment and Recommendations

The following questions have been submitted in regard to the above proposal.

*Q1: Page 5 of the RFP indicates an interim written report of findings due by Nov 2, 2018. Based on the closing date, and the anticipated time for consultant selection, we would anticipate the project starting 2nd week of October. Please advise how far into the deliverables activities you would anticipate being included in the Interim report – background review, surveys, focus groups – all or portion?*

**A1: Please note that the due date for the interim report has been changed to December 1, 2018 and should include the status on all activities completed to date with a planned activity schedule moving forward.**

*Q2: Page 5 indicates final written report to SMWDB by January 31, 2019. Page 7 indicates final report must be submitted by Feb 28th. Please confirm that the July 31 date is for the draft final report, while the Feb 28 date reflects the submission of the report in its final form (following input from draft, etc.).*

**A2: The deadline for the draft final report is January 31, 2019. The deadline date for the final written report to SMWDB is February 28<sup>th</sup>, 2019.**

End of Addendum 1

Submitted September 17, 2018.