

- Q. *Who was contracted to develop the Strategic Plan that was adopted in 2016?*
- A. The Village contracted with The Novak Consulting Group for the plan adopted in 2016.
- Q. *Do you expect stakeholder engagement activities (focus groups and/or leadership sessions) to take place in person? Virtually? Or, a combination?*
- A. We would anticipate that stakeholder engagement can be done in a combination of virtual and in-person. We will accept offers for both options and will consider the use of available technology to allow some meetings to be virtual to save travel expenses and with respect to the pandemic.
- Q. *The RFP requests input following completion of the plan for evaluation at 6 months, and action planning at 12 and 18 months. Can you elaborate? Will the consultant conduct and/or review the evaluation? Develop recommendations for adjustment to the actions plan? Do you expect to reconvene in-person for these meetings?*
- A. It is anticipated that the consultant will review the plan virtually at the six, 12 and 18 month intervals, but the consultant will not need to reconvene or meet in person to perform the reviews.
- Q. *One of the focus areas listed in the RFP is Ethylene Oxide concerns. Has the village done any research with companies and/or residents related to these concerns?*
- A. The Village has worked extensively on Ethylene Oxide concerns since late 2018. Our updates on the topic and history on the subject can be found here: <https://www.gurnee.il.us/residents/safety/ethylene-oxide>
- Q. *Does Gurnee have a Main Street or Downtown Association?*
- A. No, the Village does not have a main street or downtown association. The Village does not have a traditional downtown, as what was once the downtown was built in a floodplain and much of the properties have since been demolished to allow for green space and flood mitigation. The Village does have the Village of Gurnee Chamber of Commerce.
- Q. *What is the source of funding for this project? Is there a do not exceed amount for the project?*
- A. The funding for this project is dedicated in the Village's General Fund. The total included for Fiscal Year 2021/2022 (May 1, 2021 to April 30, 2022) is \$30,000.00
- Q. *The RFP states 5 copies of the RFQ to be submitted by postal mail. Will electronic submissions be accepted?*
- A. Only hard copy is accepted, but if there are digital supplements such as video or other demonstrations that are best relayed digitally we will accept that via file transfer or direct URL link.