

Maine Forest Economy Growth Initiative

Strategic Plan for the Forest Products Industry Request for Proposals

Issue Date: December 8, 2017

Questions and Answers

The following answers were provided to questions submitted regarding the Strategic Plan RFP.

1. Subsection C. Of the Specific Terms provision of the subject RFP (page 10-11) indicates that contractors and subcontractors shall comply with all applicable statutes, regulations, executive orders, etc. Given this provision, can you please confirm that the potential awardee of this RFP will be considered a vendor and not a subrecipient and not subject to the audit requirements in OMB circular A-133?

The awardee will be considered a vendor not a sub recipient.

2. What is the role of this consultant relative to the other subcommittees?

The strategic planning consultant will interact with and advise the subcommittees but their scopes of work are not part of this RFP. This consultant will use the results of the other subcommittees to work with the executive committee to develop a strategic set of recommendations.

3. What is the budget for the strategic planning consultant?

The EDA-approved total budget for the Vision and Roadmap for Maine's Forest Products Sector, which includes several initiatives including global market analysis and wood supply modeling, is \$1.25 million.

4. What is the role of the consultant in the stakeholder event?

The consultant will design and facilitate the stakeholder event to solicit broader industry engagement. Project staff will determine participants and manage event logistics.

5. Will there be interviews as part of the consultant selection process?

Yes, we anticipate the committee will conduct interviews with the top respondents.

6. Timeline: Page 4 lists subcommittees and estimated times to complete their reporting. The latest showing results expected in winter 2018.

- a. What is the expected timeline for the final Vision and Roadmap document?

We anticipate that subcommittee deliverables will start to be available in January-June 2018. We would like to have a complete final version of the recommendations and implementation plan by early fall 2018.

- b. Will the stakeholder meeting be held during or after all subcommittee reports and meetings are held

We envisioned the stakeholder meeting (advisory group) to be held after the subcommittee reports and before the final recommendations are developed, but we are open to suggestions.

- c. When will project start -estimated award date

We anticipate the project start date will be February 2017.

7. Subcommittees There are 6 subcommittees on chart page 3 and only 5 listed on page 4-

- a. Is the subsector analysis committee formed?
- b. Is stakeholder analysis listed on pg 4 a subcommittee

The subsector and stakeholder analysis are the same committee. Focus groups and interviews are currently being planned and conducted by the University of Maine, with advice and input from the executive committee (serving as the committee for that task).