

SUPREME COURT OF APPEALS OF WEST VIRGINIA

REQUEST FOR PROPOSALS



**STRATEGIC PLAN
CONSULTANT SERVICES**

Vendor Requests for Clarification

Below is a compiled list of vendor requests for clarification regarding the Request for Proposals released on October 25, 2022, for Strategic Plan Consultant Services.

Question: Does the Supreme Court of Appeals of West Virginia (“Supreme Court”) have a budget for this project?

Response: The Supreme Court does not yet have an established budget for this project. The Supreme Court will rely upon proposal submissions to assist in the development of a reasonable project budget. Cost will not necessarily be the controlling factor but quality, efficiency, utility, delivery, suitability of the services offered, and the reputation of the vendor’s services in general will also be considered with any other relevant factors.

Question Can the scope of work be broken into phases billed separately?

Response: Yes, the details of the phases and the payment schedule should be detailed within the proposal. The total projected project cost should also be clearly stated.

Question: What is the expected end date of this project?

Response: The Supreme Court prefers that the selected vendor provide a final report late 2023.

Question: Do you anticipate extending the due date?

Response: The submission deadline has been extended from November 28, 2022, to February 1, 2023. The projected award date is now March 1, 2023.