



**Regional Leadership Institute 2024
Facilitator RFP
Proposed Questions and ARC Responses**

Question: The site we obtained the bid information from has a due date of March 21, 2024 and the date on the RFP document says "Submittals must be received at the ARC by 12:00 noon ET on Thursday, April 11 2024." Can you please confirm the date?

Question: To confirm, ARC is asking for electronic submission **AND** a hardcopy submission. NOT one or the other. Correct?

Response:

Thank you for your interest in the Regional Leadership Institute. Your concerns are addressed below.

Submittal Deadline:

March 21st was the deadline for all questions to be submitted.

On **Thursday, April 11th** all proposal submittals must be received at the ARC by 12:00 noon ET. **ARC must receive one hard copy and one electronic copy of the proposal.** See details below.

Firms and/or individuals must respond to this RFP with written proposals as well as electronic versions of their proposals in PDF format. Proposals must be emailed to Melissa Roberts at rli@atlantaregional.org. ARC must receive one (1) hard copy via the address below. Please email confirmation and tracking information of the proposal to Melissa Roberts at rli@atlantaregional.org.

Proposals must be submitted to the following address:

Atlanta Regional Commission
ATTN: Melissa Roberts Community Development
229 Peachtree Street, NE, Suite 100 Atlanta, GA 30303