



ROANOKE COUNTY

Purchasing Division

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Roanoke, Virginia 24018-0798

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June 18, 2024

ADDENDUM NO. 1 TO ALL OFFERORS:

Reference – RFP 2024-093

Description: Fundraising Campaign Consulting

Issue Date: June 7, 2024

Proposal Due: June 21, 2024

The above Project is hereby changed as addressed below:

1. Responses to Offeror Questions: please see the following questions received by prospective Offerors and the responses provided by RCPS as we are able.
 - a. Is there a preference given to Virginia-based fundraising consulting firms? **No**
 - b. Will the proposal be considered if the Offeror does not have a Virginia State Corporation Commission Identification Number? (With intent to register once the proposal is approved.) **Yes. No advantage to being an in state entity.**
 - c. Has Roanoke County established a specific budget for this project? If so, would you be open to sharing the amount/range? **A budget has been established for this project but is not being shared at this time.**
 - d. Has Roanoke County previously worked with fundraising counsel? If so, are those firms being invited to submit a proposal? **There is no record of RCPS working with fundraising counsel in the past. This RFP is made public and available to all interested parties.**
 - e. Is Roanoke County Public Schools also seeking public funding for building the new CTE center? **Yes.** If so, how much of that funding has been secured? **\$80 million**
 - f. Does the Roanoke County Public Schools fundraise, and if so, do they have a database of their current and prospective donors and grantors? **No.**
 - g. If the Roanoke County Public Schools currently fundraises, how much money do they typically raise annually? **Not applicable.**
 - h. Who would the campaign counsel report to? **Primary contacts for the Benefactor Group would be made available to the successful Offeror.**
 - i. What administrative/logistical support can Roanoke County Public Schools provide during the study (i.e., scheduling interviews, arranging local accommodations, etc.)? **RCPS expects this to be a shared function with the fundraising partner doing the bulk of the work but our team tied in to everything.**
 - j. Can Roanoke County share the qualities you seek in a successful partnership with a fundraising consultant? **We are looking for a professional, experienced fundraising partner who can help us with the process needed to identify, meet, collaborate, and**

ultimately partner with business and industry to secure assistance (capital, equipment, supplies, etc.) to start up our new CTE Center.

- k. Will the Roanoke County Public Schools Education Foundation be involved in the campaign study, and if so, what is the board's role in fundraising? **No; at this time the RCEF is not involved.** Are there expectations set for board members? **At this time we do not have a board.**
- l. Will the Superintendent's Cabinet be involved in the campaign study? **The Superintendent will be briefed as needed.** Overall, how experienced are Cabinet members in raising funds? **There is no experience on the Cabinet with fundraising.**

Note: A signed acknowledgment of this addendum must be received at the location indicated on the original solicitation either prior to the proposal due date or attached to your proposal. Signature on this addendum does not substitute for your signature on the original proposal/bid document. The original proposal/bid document must be signed.

Thank you,

Kate Hoyt
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Sign Name:

Print Name:

Name of Firm:

Date: