



SUNSHINE COAST REGIONAL DISTRICT

Question and Answers #1 Request for Proposal No. 2311001 Meeting Management Software

Date: March 29, 2023

Item No.1

Question: Can companies from outside Canada respond to this opportunity?

Answer: Yes.

Item No.2

Question: If we are requested to provide a demo, will we need to come to the Field Road office for the demonstration?

Answer: No, a remote demo would be acceptable, please specify this in your response.

Item No.3

Question: Can we perform the task (related to the RFP) from outside Canada?

Answer: Yes.

Item No.4

Question: Can we submit a proposal via email?

Answer: On page 1 of the RFP document states the submission methods available for submitting a response.

Item No.5

Question: Our meeting management software cost model is based on number of users (licenses). Would you please advise the total number of users requiring access to software?

Answer: At this point, we can estimate between 20 to 60 users.