

ASQ 21-01 Questions and Responses

Question 1:

Related to Sections 1.1 and 1.3 –

How many times in the past three years has CAW hired an agency for work as a result of this ASQ process? Which agency(ies) and for what type of work?

Response - Question 1:

Central Arkansas Water has partnered with various agencies over the past three years to complete projects related to public relations and public policy, advertising, photography, consumer research, and website development and management services. Agencies CAW partnered with are listed in alphabetical order:

Arkansas Business
Cranford Co.
Cranford Johnson Robinson Woods
Creative Stream
Exit Marketing
JPJ Consulting
Mark Mathews Photography
Opinion Research Associates
Thoma and Thoma Creative Services

Question 2:

1. Whether companies from Outside USA can apply for this?
(like, from India or Canada)
2. Whether we need to come over there for meetings?
3. Can we perform the tasks (related to RFP) outside USA?
(like, from India or Canada)
4. Can we submit the proposals via email?

Responses - Question 2:

1. Due to the scope of most projects under the ASQ, Central Arkansas Water prefers to work with vendors located within the State of Arkansas, more preferably vendors that are located within the central Arkansas metropolitan area.
2. Central Arkansas Water staff are available to meet with vendors virtually, via telephone, in person, or through electronic meeting platforms such as Microsoft Teams, Zoom, GoToMeeting, Skype, etc. During the pandemic, meetings will be virtual only.
3. No – Central Arkansas Water prefers to work with vendors completing work within the State of Arkansas, preferably within the central Arkansas metropolitan area.
4. Yes – Central Arkansas Water will accept ASQ 21-01 responses via email.

Question 3:

Are we able to respond only for website development and electronic media services?

Response - Question 3:

Yes, vendors may respond only for certain segments of the ASQ. Please be sure to notate the area(s) you would like to be evaluated for consideration.

Question 4:

Since hard copies are not required, how does the *electronic submittal* work?

Is there a preferred format for the proposal file?

Is there a maximum proposal file size?

Response - Question 4:

1. Please email the following information to liz.tuck-rowan@carkw.com
 - a. RFQ/ASQ Number
 - b. Date and time of the opening
 - c. Vendor's name and return address
 - d. Vendor ASQ Response
2. Vendors may respond with file formats recognized by Adobe Suite or Microsoft application programs, preferably Adobe PDF.
3. Vendor responses which may exceed the allowable limit for Microsoft Outlook may submit their response via File Transfer Protocol (FTP) service. Please confirm receipt of your submission with Central Arkansas Water's Purchasing Section.