**RFP:** Tree Planting Guide

**To:** All bidders

**Subject: Project Questions Response**

Proponents are advised that Addendum No. 2 is hereby issued. This Addendum will form part of the Request for Proposal.

1. **For the print version of the guide, is the ToC envisioning a booklet/brochure style resource or something more simplified (i.e. a pdf users could print as needed, at home)?**

* The Town envisions a booklet/brochure style, though an online version that is also printable would be useful in addition.

1. **Does the Mid-Term report have a specific deliverable attached to it (i.e. a written memo, etc.), or should it just be treated as a progress report (i.e. virtual meeting, providing of drafts, etc.)?**

* This is more informal and can be treated as a progress report with a meeting and review of drafts and collected materials.

1. **Can you provide additional clarity on the effort (i.e. number of species, particular species, etc.) to be dedicated to the invasive species section?**

* The town has intentionally left the invasive species section open to allow proponents to propose an approach based on their expertise and understanding of best practices.   
    
  If helpful, you may outline the approximate number of species or the level of detail you would recommend addressing based on your experience with similar projects. We are open to suggestions.  
    
  The information you provide will be useful, but is not the main purpose of this Tree Planting Guide.

End of Addendum 2.