

Town of Antigonish & Municipality of the County of Antigonish Request for Proposals: Community Engagement Liaison

Addendum – October 14, 2021

The Town and County of Antigonish have made two changes to the original Community Engagement Liaison RFP posted on September 29, 2021.

Addition to Final Report Section in the Project Tasks and Deliverables:

Final Report

- Creation of evaluation metrics with qualitative and quantitative metrics with input from the steering committee.
- Creation of a final report.
- Draft copy to administration for review and input.
- Final presentation to both Town and County Councils.
- Creation of a closeout report and template of best practices for engagement and research that will be shared with the Nova Scotia Department of Municipal Affairs and Housing. The report and template will serve as a guide for other municipalities in Nova Scotia that may consider consolidation in the future.

Modifications to Budget

The budget of this project is conditional on funding approval. The total project cost should not exceed \$145,000 (inclusive of HST).

The budget includes costs for facility rentals, catering, and materials needed to run in-person community engagement sessions. The budget also includes the cost to purchase ad space, mailouts, website, design, etc.