



A NOMADIC CREATIVE STUDIO

April 2, 2021

Erin Rauch, CPPB, VCO, CUPO
Assistant Director | Purchasing - erauch@gmu.edu
George Mason University
Purchasing Department
4400 University Drive, Mailstop 3C5
Fairfax, VA 22030

SUBJECT: RFP GMU-1692-21, Creative & Marketing Services

Dear Ms. Rauch:

Thank you for considering a potential partnership with EVERGIB for the creative and marketing needs of George Mason University. Responses to your questions are below:

1. Mason is an educational institution and entity of the Commonwealth of Virginia. As such, we are obligated to ensure that all pricing and contractual elements meet our institution's needs. Can you provide a reduced hourly rate for services?

We are not able to provide a reduced hourly rate for services at this time. Please note that we work very efficiently and typically only reduce our standard rate (\$150/hour) for select non-profit organizations such as those with less than 50 employees. When the scope of work and deliverables are clearly defined, we can also work to a project fee. Please feel free to reach out to the references provided in our original proposal who can speak to our streamlined process and fair pricing.

2. Do you have any minimum hourly requirements for jobs? For example, a 4-hour minimum per project.

We require an 8-hour (one full day) minimum per project.

3. If awarded a contract, do you acknowledge, agree and understand George Mason University cannot guarantee a minimum amount of business?

Yes, we agree and understand that George Mason University cannot guarantee a minimum amount of business.

4. Do you agree to sign Mason's Standard Contract (RFP Attachment B – Sample Contract) if awarded a contract?

Yes, we agree to sign Mason's Standard Contract (RFP Attachment B – Sample Contract) if awarded a contract.

Rachel Scott Everett
Manager & Creative Director / Art & Copy