

Lehigh Valley Regional Planning Commission On-Call Graphic Design Services Request for Qualifications Questions and Responses 5/15/2026 - A

1. Approximately how many reports and other products are you looking to be covered by outside designers in the next year?

Response: At least three annually.

2. Approximately how many hours a week do you anticipate a contracted designer will need to have available for your projects?

Response: The amount of hours will vary.

3. Does the work include creating graphics for social media?

Response: No.

4. How often do your projects have very quick “drop everything” timelines versus more standard production schedules?

Response: While projects may have a quick timeline, we will try to let the firms know in advance of production schedules.