

**REQUEST FOR PROPOSAL FOR
NW 7TH AVENUE COMMUNITY REDEVELOPMENT AGENCY
GRANTS ADMINISTRATION SERVICES**

ADDENDUM NO. 1

Date of Addendum: December 14, 2018

NOTICE TO ALL POTENTIAL RESPONDENTS

The Request for Proposals (RFP) No. 7THAV2018-003 is modified as set forth in this Addendum. The original RFP documents remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal Response.

PROPOSAL SUBMITTAL DEADLINE

The Proposal submittal deadline (December 27, 2018) remains the same and is not changed by this Addendum.

1.0 – QUESTIONS AND ANSWERS

The following questions and answers are provided as a matter of information to clarify issues raised about RFP No. 7THAV2018-003. To the extent that changes to the RFP are required based on the questions received, the RFP has been modified as noted above in the RFP section of this Addendum.

Item	Question and Answer
1.1	<u>Question:</u> What is the contract term? <u>Response:</u> Page 6: "The CRA anticipates awarding a contract for one (1) year from the date of execution."
1.2	<u>Question:</u> Why is there no pre-proposal conference? <u>Response:</u> The CRA does not conduct pre-proposal conferences. As a procurement alternative, there is an allotted timeframe for a Question & Answer (Q&A) period to allow potential proposers to ask any questions they may have or receive additional information about the solicitation. After receipt of questions, our office forwards all questions and responses to all potential proposers and any other entities which have expressed an interest.
1.3	<u>Question:</u> Is the strategic plan available? <u>Response:</u> Pages 3 and 4 both indicate that supplementary information, i.e. the redevelopment Plan, an Economic Opportunity Assessment & Economic Development Action Plan can be found at: http://www.miamidade.gov/redevelopment/nw-7th-avenue-corridor.asp .
1.4	<u>Question:</u> Does the CRA have an office? <u>Response:</u> No, the CRA does not have an office location. However, the CRA's staff, who are employed by Miami-Dade County, are located at the Stephen P. Clarke Center ("Government Center"), 111 NW 1 st Street, 22 nd Floor, Miami, Florida 33128.
1.5	<u>Question:</u> How many staff are currently on site? <u>Response:</u> There is no staff on site, as the CRA does not have an office. However, Miami-Dade County provides staff support to this and the three other unincorporated CRA's located in Miami-Dade County.
1.6	<u>Question:</u> We do not understand the 10 FTE requirement, please explain. <u>Response:</u> Pursuant to Miami-Dade County Code 2-8.5, there are three criteria which establish a local preference, of which 10 full-time equivalent staff are one of the criteria.
1.7	<u>Question:</u> Does the budget include out-of-pocket expenses? It equates to an hourly rate of roughly \$64.00 per hour. <u>Response:</u> As part of the negotiation with the successful bidder, out-of-pocket expenses will be negotiated.

END OF ADDENDUM