



**19-001: CDBG GRANT
ADMINISTRATOR**

**Addendum 1 –
Questions/Answers**

QUESTION:

I am writing to request submitted questions and answers for RFP 19-001 CDBG Grant Administrator. Please advise if any were questions submitted/answers provided for this RFP, if there were please direct me to the link to obtain them.

ANSWER:

There have been no questions and no addendums posted.

QUESTION:

The RFP references a “Bid Form” however, none is attached to the RFP document. Where can I find this document?

ANSWER:

The reference to the bid form is under our standard definition language. There is not a bid form since this is a Request for Proposal.

QUESTION:

Can you share how long this opportunity is expected to last or at least provide an approximate time parameter? This will help to finalize our cost and staff allocation projections.

ANSWER:

The grant close out deadline is July 24, 2021.

QUESTION:

Are the respondents expected to create and submit their own format regarding a “bid price.”

ANSWER:

Please see “Section 7 – Submittal Format” for submittal format requirements. Please see “Section 5 – Proposal Requirements, 4) Fee Schedule.” The lump sum fee and basis for the fees should be included in the fee schedule.

ACKNOWLEDGEMENT

It is the vendor’s responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid or proposal response in the space provided on the Submittal Checklist included in the original solicitation document. Failure to do so may subject the bidder to disqualification.