

## ADDENDUM NO. 1

**DATE:** October 16, 2018

**TO:** All Potential Proposers

**FROM:** Penny Owens, Assistant Purchasing Agent, City of Knoxville

**SUBJECT:** Addendum No. 1 to the RFP for Funding for Improvements to Historic Buildings

**PROPOSALS TO BE OPENED:** November 28, 2018 at 11:00:00 a.m. (Eastern Time)

This addendum is being published to respond to question asked by potential proposers about the above referenced RFP and to post the sign-in sheet from the pre-proposal meeting. This addendum becomes a part of the contract documents and modifies the original specifications as follows:

**Question #1:** Who do we contact if we have questions about the historic status of our property?

Response: Contact Kaye Graybeal with the Knoxville-Knox Metropolitan Planning Commission at (865) 215-3795 or [kaye.graybeal@knoxmpc.org](mailto:kaye.graybeal@knoxmpc.org) for questions specifically about the historic status of a property.

**Question #2:** Is a required length of time of ownership of the property prior to application?

Response: No. You must be the owner of record at the time of submitting the proposal.

**Question #3:** Can you apply for this and also for the Façade Improvement program?

Response: Yes, but both requests will be reviewed for justification to receive funding for both programs.

**Question #4:** Is this funding just for buildings?

Response: Yes, the funding will only be awarded for improvements to buildings and will not be awarded for other items such as standalone walls, signs, etc.

**Question #5:** When will award of the projects be announced?

Response: The City intends to notify all proposers of the awards in early January 2019.

**Question #6:** Can we view previous, successful proposals?

Response: Yes. Please send an email to Penny Owens at [powens@knoxvilletn.gov](mailto:powens@knoxvilletn.gov) to request documents or to schedule a time to review previous proposals.

**Question #7:** Is this different from façade improvement funding?

Response: Yes, this is an entirely separate program. The City's Façade Improvement Program accepts ongoing applications throughout the year and performs a monthly review of applications. More details on the program are available at:

[http://knoxvilletn.gov/government/city\\_departments\\_offices/community\\_development/facade\\_improvement\\_program](http://knoxvilletn.gov/government/city_departments_offices/community_development/facade_improvement_program).

**Question #8:** Is it possible to submit an application if we missed the pre-proposal meeting?

Response: No. Per the RFP the pre-proposal conference was required for all entities interested in applying for funding.

**END OF ADDENDUM 1**