



## **ADDENDUM**

**SOLICITATION NO.:** RFP 2019-10 Redistricting Consulting Services

**ADDENDUM NO.** 1

**DATE:** 04/04/2019

To All Prospective Proposers:

This addendum is issued to modify the previously issued solicitation documents and/or given for informational purposes, and is hereby made a part of the solicitation documents. Please attach this addendum to the documents in your possession. ***Per the RFP, the proposer shall acknowledge receipt of any and all addenda, if any, listing the Addenda by number(s) and date(s) in their Bid documents.***

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**Deadline for Proposals:**

N/A

**Specification Changes/Corrections:**

N/A

**Drawing Changes:**

N/A

**Questions/Clarifications and Answers:**

The following question(s) (shown in italicized text) were submitted by prospective proposer(s). The City's responses are presented here (shown in bold text). The submitters' names and email addresses have been removed due to privacy requirements.

1. *Has the City defined other criteria (outside of population) for redistricting?*

**Please refer to the requirements of the City's Charter Section 3.02.**

2. *Does the City have a budget for this project?*

**The budget for this project is estimated at approximately \$15,000; however, this may not accurately reflect the current marketplace and may need to be adjusted accordingly. Please refer to the scope of work for accurate estimate.**

3. *Is the consultant required, or preferred, to be a local firm?*  
**Consultant is not required to be a local firm; however, the City has a local preference provision. Please refer to Section 2.23 of the RFP document.**
4. *What is the City's timeline for completion of this project?*  
**The service is desired within 60 calendar days from date of contract. Please see Attachment A: Fee Schedule.**
5. *Will my company require a Broward County license to work on this project?*  
**A Broward County License is not required to work on this project.**
6. *Will the city provide the demographic data and the geographic data to be used for redistricting?*  
**The City does not have the demographic data; however, this can be gathered from public sources. Please see question number 8 for the geographic data.**
7. *What is the period of performance for this contract?*  
**Please refer to question number 4.**
8. *Will data be available in GIS format (shapefiles)?*  
**Yes, the geographic data is available as a shapefile format. Please use Dropbox link:  
<https://www.dropbox.com/s/4zk1vs7wy8op15r/COMMISSION%20DISTRICT%20MAP%202018.mpk?dl=0>**
9. *How many on-site visits will be required?*  
**Three (3) meetings will be required: one Commission workshop, and the City Commission Meetings for the first and second reading of the ordinance.**
10. *What is the City's budget for the required services?*  
**Please refer to question number 2.**
11. *Were these services provided by any other company in the past? if so what was the award amount?*  
**Yes, Meehan Burton Associates was the firm awarded in 2015. The awarded amount was \$12,000.**

NAME OF COMPANY: \_\_\_\_\_