

Addendum #1

Project Information

Project Name:	Five-Year Housing for All Strategic Plan
RFQ Number:	F24-04-040
Date:	05/03/2024
Project Manager:	Deb Callies

Addendum Questions

Question #1	Is there a budget that you can share for this project?
Answer	Cost estimates/budgets are not released during an active/live formal solicitation.
Question #2	The RFQ asks suppliers to provide hourly rates only. It does not require suppliers to submit a project cost. Should we submit hourly rates separately or should we include them in our proposal?
Answer	Cost was added to the RFQ in error. Please do <u>not</u> submit any information associated to cost, hourly rates, fees, etc.
Question #3	On presentations to City Council: As I understand it, you are requesting 2 presentations: 1 presentation after the Data Collection (to share the data findings before we begin the actual strategic planning process with your team) and then 1 presentation at the end of the process (to present the proposed Strategic Plan) Is that a correct understanding? This clarification will be helpful for our detailed approach/timeline that is required as part of our submission.
Answer	You are correct for phase I.
Question #4	Page 14 bullet 4 requires us to "detail a project timeline for the full scope" and page 14 bullet 1 (under criterion #4) also requires us to "provide a specific timeline or schedule for the work." (I assume this is the same request?)
Answer	Yes, it is the same request (likely one detailed timeline) however different aspects of the timeline will be considered in two different evaluation criteria.
Question #5	What are the key interim deadlines that need to be met for plan review and approval, in order to ensure completion of Phase I deliverables by June 30, 2025
Answer	Key interim deadlines are not currently established. Will be a part of agreement with selected applicant.

Question #6	<p>It is understood that approval of Phase II work and funding will be considered by the City in the future, but do you want to see a fully developed Phase II: Implementation Plan scoped and budgeted as part of proposals submitted for this RFQ?</p> <ul style="list-style-type: none"> • Should Deliverable 6 (Phase II Implementation Plan) be developed as stipulated in the RFQ and delivered by June 30, 2025? • If yes, does a Phase II Implementation need to be submitted for approval by City Council along with the Five-Year Strategic Housing Plan?
Answer	Phase II plan would only need to be delivered contingent on future approval, so not necessary with this initial submittal.
Question #7	As referenced in Section II C - Minimum Mandatory Qualifications of Offeror, what licenses and permits are required to provide the services outlined in this RFQ? Are there specific licenses and permits, beyond being registered to do business in the state, that firms will need in order to "certify plans, reports, etc." attached to the "City of Greeley: Five-Year Strategic Housing Plan" that will be submitted to City Council for approval?
Answer	Clean record on SAM.gov and any additional qualification or certification that you would like considered during the evaluation of submittals.
Question #8	Can you provide details on the scope and complexities of stakeholder engagement sessions?
Answer	We are looking to the consultant for the guidance to arrive at the best scope and plan for complexities to engage both the current Greeley community and the needs of projected growth for the Greeley community.
Question #9	How do you envision the involvement of city departments impacting the scope, plans, and approval?
Answer	Internal Housing Committee is being formed that includes multiple departments within the City that serve both external and internal customers.
Question #10	Are there any budgetary constraints or guidelines we need to consider when outlining our proposal
Answer	Cost estimates/budgets are not released during an active/live formal solicitation.
Question #11	Can you provide insights into the expected pricing structure or budget allocation for the phase I and phase II
Answer	Cost estimates/budgets are not released during an active/live formal solicitation.
Question #12	Do you have any budgetary constraints or guidelines we should adhere to in our proposal
Answer	Cost estimates/budgets are not released during an active/live formal solicitation.
Question #13	Are there specific metrics or methodologies preferred for evaluating the impact of housing initiatives?
Answer	No, there are not specific metrics or methodologies preferred for evaluating the impact of housing initiatives.
Question #14	Please describe the platforms or technologies for feedback and dissemination that you have access to?
Answer	City of Greeley Communications & Engagement department. Microsoft Teams.

Question #15	Are there constraints or deadlines from completing specific phases?
Answer	Deadlines are not currently established. Will be a part of agreement with selected applicant.
Question #16	Are there additional qualifications or certifications beyond those listed that would be beneficial?
Answer	Any additional relevant qualification or certification that you would like considered during the evaluation of submittals.