1st Addendum to the City of Joplin's Request for Proposal – Community Development Block Grant – Disaster Recovery Round 2 ($113) Administration and Management

As mentioned in the RFP, all addenda will be directly sent to those firms which were originally on the City's solicitation list and a confirmation of receipt will be requested. Additionally, this addendum will be posted on the City's website in the same location as the original RFP. This addendum is a summary of all questions received prior to the 10 day period (November 17th) mentioned in the RFP.

1. Beings that there is an incumbent, is it the exclusive determination of the City of Joplin that it would be better served by two different administrators for the two separate allocations?

The City of Joplin has made no predetermination about whether the City would be better served by two different administrators or the same administrator for its Round 1 and Round 2 funds. The procurement process will be a completely open process with the burden to prove the best administrator left to the responding firms.

2. Is the incumbent being allowed to submit a bid for this RFP?

Yes. The incumbent CDBG-DR Administrating firm is allowed to submit for this Round 2 RFP.

3. Under the HUD model procurement code and FAR, qualified minority and women businesses are encouraged to be utilized in administering and carrying out both these CDBG and CDBG-DR funds and projects. How many MBE and WBE firms are engaged with the City of Joplin? Is there a goal?

To date, other than the Round 1 Admin contract there have not been a substantial amount of contracts executed. The City does not currently have a CDBG-DR contract with a MBE or WBE. The City does encourage MBE and WBE businesses to bid on every contract.

4. Joplin, MO is a HUBzone community as identified in the 2012 SBA Mapping. Are HUBzone firms being considered in this RFP?

The City will consider all firms regardless of their HUBzone standing.

5. Is there a current database being utilized by the incumbent and the City of Joplin that would need to be merged with any proposed system or process?

The City is in the process of identifying a database/management system but has not finalized that search. Consistency with the database used in Round 2 will be important but is not able to be addressed at this point.

6. Please clarify "local presence." Does this indicate the City of Joplin's presence for utilization of local companies or the successful respondent to have an actual office in Joplin? Is there an opportunity to share space within the City of Joplin administrative facilities?

Local presence can be accomplished by both the use of local companies and the firm having an office presence in Joplin. At this point, there is no opportunity for the firm to share space at City facilities. The City has the capability of hosting meetings as needed, but cannot offer permanent space.

7. In light of the recent revisions to the Fair Housing Law, has the City of Joplin addressed these updates in the previous $45 million allocation that spearheaded the residential redevelopment effort?

The City believes its current Analysis of Impediments to Fair Housing Choice is in compliance with

current HUD standards. Ensuring compliance with matters such as these will also be under the scope of the Administrating/Managing firm.

8. The RFP makes note of the successful respondent being able to complete the HUD NEPA requirements. Does this NEPA Review request include projects under the initial $45M allocation as well as this $113M allocation?

The NEPA review request will be specific to the $113M allocation. With that said, there could be projects between the $45M and $113M that have overlapping scopes. For those projects, coordination with the other Administrating firm will be important.

9. Has HUD approved the final partial Action Plan associated with the $113M allocation? Has the City executed the agreement for the Round II funding ($113M) with HUD and if so, what was the date that it was executed?

The City has not yet received official approval of its first Round 2 Partial Action Plan. The City is currently awaiting feedback from HUD and awaiting the grant agreement. The last update provided by HUD indicated that the process was delayed due to the October 2013 government shutdown.

10. The RFP notes that the selection committee's recommendation may not be accepted by the final decision of the City Council. Will the City Council have a different or separate set of criterion to make their review and final decision?

The City Council will be provided the same information and same criterion as the selection committee.

11. How many current (or projected) City of Joplin staff are assigned to this project and what are their respective roles?

The City currently has 1 full-time CDBG-DR Project Manager and has budgeted for the addition of 2 more similar positions. In addition to these full-time positions, the City has 2 staff planners and the Planning & Community Development Director that currently work on these projects on an as-needed basis.

12. Will any partnering firm, i.e., engineering firm that is providing the NEPA Services associated with this project be precluded from bidding on any of the projects identified within this RFP?

Yes. If a firm wished to be a part of the Administrative/Program Delivery role, it would be a conflict of interest for that firm to bid on the project that they have reviewed and/or developed if this was not originally in the scope of the Admin/Program Delivery scope of services.

13. What is the process by which questions will be responded to and provided responses? Is there a closing date for questions and responses?

According to the RFP, questions/clarifications will be handled in the following process:

"Any clarifications or interpretations of this RFP that materially affect or change its requirements will be provided by the City as an addendum. These items must be received by the City 10 days prior to the proposal due date to allow for proper notification. All such addenda issued by the City shall be

issued before the proposals are due as part of the RFP, and all Respondents shall acknowledge receipt of and incorporate each addendum in its Responses.

Respondents shall consider only those clarifications and interpretations that the City issues by addenda five (5) days prior to the submittal deadline. Interpretations or clarifications in any other form, including oral statements, will not be binding on the City and should not be relied upon in preparing its Responses."

In this case, the City has combined all questions received prior to November 17th (10 days prior to due date) into this document. The responses were emailed to known interested firms and also posted on the City's website prior to the November 22nd deadline (5 days prior to the due date).

14. Can you provide digital copies of the top 3 firms from Round 1?

The City is in the process of making these available to interested firms. The City will make any and all of these copies available by 5pm on November 22, 2013 barring any legal changes. Copies of these proposals will be found on the City's website at www.joplinmo.org/bids.aspx in the section where the original RFP is listed. Firms will be able to download the PDFs at that location. Copies will not be sent directly to interested firms.