Planning and
Community Development
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May 13, 2016

Request for Proposal 2016-RFP-08
CDBG-DR Administration and Program Management
Addendum #2

This addendum responds to and clarifies issues raised by a potential respondent.

Q. Under "Deadline for Submission of Interest", the time/date is listed as 5:00pm Wednesday May 27, 2016. May 27 is a Friday. Can you confirm Friday May 27 at 5:00pm is the deadline for submission?

A. An addendum was issued on the City of Joplin website under Bids/Projects on May 9, 2016 clarifying the due date and time as May 27, 2016 at 5:00 PM.

Q. What is the expected contract type for this effort (firm fixed price, time and materials, grant)?

A. The contract will be a fixed, not-to-exceed price, based on negotiated costs, including hourly rates for project staff. Travel and other expenses are tracked and reimbursed separately.

Q. Are responders to provide only Labor Category, Rates, FTE Hours and Total Price?

A. This is acceptable and should also include a separate category for travel and other costs. Appropriate staff levels and expertise will be analyzed and modifications may be requested based on known and expected needs.

Q. Does "average hourly rate for contract term" include travel costs?

A. Travel costs and other costs are to be shown separately.

Q. When do you anticipate awarding the contract and beginning work?

A. Upon the need to execute the contract, the City would expect the contractor to be positioned and available within 45 days of contract award by City Council.

Q. What project management software is Joplin, MO currently using to administer its CDBG-DR program?

A. The City utilizes proprietary software that is Microsoft Project based.

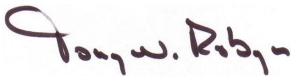
Q. How does the RFP's scope of work relate to the CDBG-DR General Grant Administration and Program Management Services contract held by Deloitte Financial Advisory Services LLP?

A. Deloitte is currently contracted to provide the requested services outlined in the RFP. Deloitte recently lost some key assigned project leadership and personnel. The City of Joplin is using this RFP as an opportunity to have the services of a firm in place in the event of additional staff losses or related performance issues that may result in the CDBG-DR grant timeline or projects being negatively affected. In addition, through the RFP process, the City may identify a firm that may better provide the requested services for the City of Joplin.

Q. Is there an incumbent for this RFP or with a similar scope of work? If yes, please list the current contractor and describe the task currant contractor is assigned.

A. Please see the above response(s).

Sincerely,



Tony Robyn
Assistant Director
Planning, Development and Neighborhood Services
City of Joplin, Missouri