

# Addendum #1



## Project Information

<b>Project Name:</b>	Professional Services for Economic Development
<b>RFQ Number:</b>	F23-07-067
<b>Date:</b>	08/10/23
<b>Project Manager:</b>	John Hall

## Addendum Questions

<b>Question #1</b>	The RFQ indicates that the completion date of related services shall be December 31st, 2026. What is the anticipated start date?
<b>Answer</b>	The anticipated start date will be dependent on completion of contract formalities. This is expected to take about 30 days after notice of award.
<b>Question #2</b>	How much on-site time do you expect from the consultant?
<b>Answer</b>	The amount of on-site time with the consultant will be part of the scoping effort to establish the scope, fee and contract terms.
<b>Question #3</b>	Who will be the main point of contact for the consultant?
<b>Answer</b>	The main point of contact for the purposes of the RFQ is <a href="mailto:purchasing@greeleygov.com">purchasing@greeleygov.com</a> The Economic Development/Urban Revitalization group will assign a project manager upon notice of award.
<b>Question #4</b>	The RFQ indicates that the consultant will represent the city and continually build relationships – do you intend for the consultant to be an extension of your team?
<b>Answer</b>	Yes.
<b>Question #5</b>	Can you elaborate on “specific sub-area designs completed by the City of Greeley”? Are you looking for targeted redevelopment planning in these areas? How many areas have been identified?
<b>Answer</b>	The level of effort for this work will be identified after the completion of the City of Greeley Housing Assessment and Subarea Plan which is expected this fall. Information on the plan can be found at the following link: <a href="https://speakupgreeley.com/housing-needs">https://speakupgreeley.com/housing-needs</a>
<b>Question #6</b>	Will you provide office space for the consultant?
<b>Answer</b>	Currently it is not anticipated that the consultant team will be embedded with the City. As such, there are no plans to assign office space to the consultants. In case such a need is identified during scoping, the City will address the issue at that point.
<b>Question #7</b>	Is a proposed fee to be included with the RFQ?

<b>Answer</b>	No. Please refer to Section II and Section V of the RFQ. Selection will be qualifications based only.
<b>Question #8</b>	What is the project budget for the remainder of 2023? What is total project budget for 2024? 2025? And 2026?
<b>Answer</b>	The project budgets will be determined based on the effort established as part of the scoping effort with the selected consultant. The City will not specify budgets at this point.
<b>Question #9</b>	Do you expect the consultant to reside in Colorado?
<b>Answer</b>	No.
<b>Question #10</b>	Do you expect the consultant to cover all costs for travel?
<b>Answer</b>	Refer to Section V. D of the RFQ. All travel that is approved as part of the final contract will be reimbursed by the City as a direct expense. City will not allow any markups on direct expenses.
<b>Question #11</b>	Do you expect the consultant to cover costs for industry memberships, conferences and related travel, etc?
<b>Answer</b>	Please see answer to Q. 10 above. The same applies to all expenses that are approved as part of the contract.