REQUEST FOR QUALIFICATIONS (RFQ) / REQUEST FOR PROPOSALS (RFP)
FOR A COMMERCIAL / HOUSING NEXUS STUDY AND AN AFFORDABLE HOUSING IN-LIEU IMPACT FEE STUDY

Addendum No. 1
August 5, 2020

Proposal Due Date: Friday, August 21, 2020 at 5:00 P.M. (no change)

Response to Questions:

1) **Question:** Does the City have an anticipated budget for the studies?
   **Answer:** The City plans to be using part (but not all) of the SB 2 Grant Funding for Small Localities that was received from the State. No additional City funding has been allocated for this project.

2) **Question:** Does the City have a set of stakeholders in mind for the public outreach portion of the Scope of Work?
   **Answer:** Stakeholders for the public outreach could include members from the local business community, other commercial developers from the surrounding area, the Chamber of Commerce, as well any interested member of the public. Proposals could also identify other groups that may be invited to participate.

3) **Question:** Besides the stakeholder meeting specified in Section A of the Scope of Work and the City Council meeting specified in the Schedule, should the Consultant account for participation in any additional meetings?
   **Answer:** Additional coordination meetings via GoToMeeting or phone call would be expected, and would primarily be between Planning staff and the consultant team, but additional stakeholders could be added, as necessary and appropriate.

4) **Question:** Besides a proposed work program, budget, firm profile, staff qualifications, and relevant experience and references, is there any additional information that the consultant should include in the proposal?
   **Answer:** Other than those items listed above, there would be no additional information needed as part of the proposal.
5) **Question:** Is there a deadline for receiving the paper copy of the proposal to the City Clerk’s office?

**Answer:** As long as the proposal is received by 5:00pm on Friday the 21st of August, there is not a deadline for the paper copy. However, we would expect that paper copies of each proposal would be arriving sometime the following week.

Approved by:

J. Ritterbeck, Senior Advance Planner, August 5, 2020