



MANATEE COUNTY FLORIDA

January 3, 2011

TO: All Proposers

SUBJECT:

Request For Proposal (RFP) #10-3446FL
Consulting Services – US Department of Housing and Urban Development (HUD) for Assessments,
Plans and Reports

ADDENDUM #1

The following items are issued to add to, modify and clarify the Request For Proposal document. Proposals are to be submitted on the specified time and date due, in conformance with the additions and revision listed herein.

1. Responses to the following questions:

a. What firms are incumbents for this project?

No previous professional consulting services agreement has been issued for these type of services.

b. What professional qualifications are required for firms that the County typically contracts with to assist with the preparation of Annual Action Plans, Five Year Consolidated Plans, Consolidated Annual Performance and Evaluation Reports (CAPER), Analysis of Impediments to Fair Housing Choice, etc?

Experience with the required assessments/plans/reports.

c. Is it the intention of the County to prepare the reports with assistance from the consultant or will the information for these reports be supplied by the County?

The County will provide information to the selected consultant who then will be required to prepare the various assessments/plans/reports.

Financial Management Department – Purchasing Division
Street Address: 1112 Manatee Avenue West, Bradenton, FL 34206-1000
WEB: www.mymanatee.org * PHONE: 941.749.3042 * FAX: 941.749.3034

d. How many firms will be selected for the RFP?

One or two firms may be selected.

e. If a firm has experience with specific types of plans/reports and not other as required by HUD, would it be acceptable to include experience for only the applicable portion of the RFP or will this detract from the submittal?

Each individual firm must make their own decisions as to responding to the RFP indicating types of experience related to the required assessments/plans/reports.

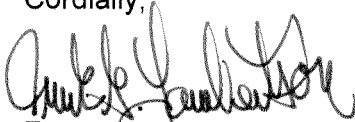
f. What is the anticipated value of the award?

Individual work assignments will be issued for specific services, these work assignments may amount to \$105,000 on an annual basis.

2. No additional questions will be considered after the issuance of this Addendum.

Proposals are to be prepared as instructed in this Request For Proposals and shall be received at Manatee County Purchasing Office, Suite 803, 1112 Manatee Avenue West, Bradenton, Florida, FL 34205 until **4:00 P.M., Friday, January 14, 2011.**

Cordially,



Frank G. Lambertson
Contracts Negotiator