



ADDENDUM #1

To: All Companies Interested in Submitting a Proposal
From: Rebecca Johnson, CPPB, Purchasing Agent
Bid: Housing Market Analysis (RFP #PUR0518-180); Dated: October 2, 2018
Subject: Addendum #1 (1 page)
Date: October 5, 2018

The following questions and/or clarifications were asked relative to the above-listed Request for Proposal. This memo is sent for clarification to all companies to whom the RFP was sent.

Question: Please clarify the timeline for completion. Page 3 states that an award recommendation will be made on October 29, 2018, with a one-year contract beginning November 8, 2018 and ending November 7, 2019. However, page 9 states that the initial market analysis will be due no later than December 15, 2018. Does the City expect this assignment to be completed in less than 5 weeks?

Answer: The draft document will be due to the City on December 15, 2018.

Question: Is there a not-to-exceed budgeted amount for this project that can be disclosed?

Answer: No, there is no not-to-exceed budget amount determined for this project.

Question: Section 4.2.2 references "affected urban neighborhoods". Does the City have a list of neighborhoods to be considered?

Answer: This is referring to the flood impacted areas (from the 2008 flood); however, we would prefer to have these for the entire City of Cedar Rapids.

Question: Does the City desire one study covering the entirety of the City, or will submarkets (such as neighborhoods) need to be considered as well?

Answer: The entire City. No specific neighborhood breakdown of information is required.

The Purchasing Services Division will accept written questions regarding the Request for Proposal until 3:00 p.m. CDT on Friday, October 12, 2018. Fax (888) 815-3659 or e-mail (r.johnson2@cedar-rapids.org) all questions to Rebecca Johnson. Any and all questions will be responded to in the form of written addenda to all Proposers. All addenda that you receive shall become a part of the contract documents and shall be acknowledged and dated on the bottom of the Signature Page (Attachment C). The deadline for proposal submittal is Tuesday, October 23, 2018 before 3:00 p.m. CDT.
