

Response to Questions
Zoning Updates RFP
9/16/2022

Qu 1: Is the budget contingent on winning a CFA grant?

- Is the city prepared to move forward with the \$250k budget regardless of the grant?

A 1: No, the budget is not contingent on winning a CFA grant. The city is prepared to move forward with the stated budget regardless, but is hopeful that it will receive the grant to help offset the costs.

Qu. 2: Are monthly invoices acceptable?

In the RFP it states - "It is anticipated that completion of each task deliverable will serve as the basis for payment. The consultant must submit a brief progress report with each invoice describing the progress on each task.

- Several tasks will be substantial in time and budget. Is the city expecting the consultant to wait until the task is complete to receive payment?

A 2: In general, it is preferred that the completion of each task deliverable will serve as the basis for payment.

It is understood that certain tasks may be more substantial than others. For this, each bidding firm shall anticipate these instances, and may propose an alternative payment structure based on the phasing of these more substantial tasks, breaking them into sub-tasks and percentage of completion (e.g. Task 1 phase 1= 25% will cover xx components, Task 1 phase 2 = 50% complete will cover xx components). These phases shall be identified as best as possible in the proposed timeline submitted with the proposals.