



City of Flint

Department of Purchases & Supplies

Sheldon A. Neeley

TO: All Proposers
FROM: Lauren Rowley
Purchasing Manager
DATE: **July 30, 2021**
SUBJECT: **Addendum #01** – Proposal #22000512 –Management of American Rescue Plan Act (ARPA) Funds

This addendum has been issued because of the following:

1. **Attached are Questions and Answers**
2. **Listed below is the Google Meet information for the bid opening date – Tuesday, August 10, 2021 at 1:00 p.m. McKenzie Conference Room, 2nd Floor, Flint MI 48502**

Join with Google Meet:

meet.google.com/oom-zznz-oxe

Meeting ID

meet.google.com/oomn-zznz-oxe

Phone Numbers

(US)+1 617-675-4444

PIN: 978 691 119 9535#

All other bidding terms, requirements, and conditions continue as indicated in the remaining original bid documents.

The Deputy Finance Director, Jennifer Ryan, is an officer for the City of Flint with respect to this RFP.

In the submission of their proposal, Proposer must acknowledge receipt of this addendum. Proposer shall acknowledge this addendum by signing and returning one copy of this notice with their submission.

Company Name: _____

Address: _____

City / State / Zip: _____

Telephone: _____ Fax: _____ Email: _____

Print Name: _____ Title: _____

Signature: _____ Date: _____

Thank you.

Lauren Rowley
Purchasing Manager



QUESTIONS RECEIVED IN THE DIVISION OF PURCHASES & SUPPLIES
For Management of American Rescue Plan Act (ARPA) Funds
PROPOSAL# 22000512

1. Exhibit B, Qualification and Licenses Requirements: Could the City be specific as to what type of license information needs to be provided?
The firm should provide any licenses they want to make us aware of (CPA, CFA, attorneys, etc.).
2. The City mentions the use of references in two separate areas of the RFP – one in the body of the proposal, and one as a form requirement. Is the City looking for both the form and the proposal to contain references, or would the form fulfill that requirement?
One response to references is sufficient, please use the formatted version to reply.
3. Is the expectation that the consultant's work will be conducted onsite or remotely?
Onsite work would be needed some of the time. Having a presence with the team, council, and the Mayor would be very important. Working remotely is an option as the work would allow. I would estimate around 50/50 time spent onsite and working remotely.
4. Does the City currently have consultant support for Federal funds compliance related services?
No.
5. Please clarify the acceptable method(s) of submission? Electronic, Hard copy or both?
Both (as outlined in the RFP).
6. Will the City consider e-signatures in lieu of ink signatures?
Yes.
7. Please confirm point of contact for this proposal. Solicitation mentions Lauren Rowley and Shelbi Frayer.
Yes.
8. Would the City be agreeable to waive the performance and payment bond, as it is not normally required for the services being offered?
No.



9. Is the City open to negotiate the terms and conditions at the contract stage with the awarded Proposer/Contractor?

There is always room for negotiation. However, terms/fees submitted in the RFP will not be.