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**Posted Date:** September 24, 2024

**Solicitation No.:** RFP240435CMR

**Solicitation Name:** Lee County Strategic Plan – CDBG-DR

**Subject:** Addendum Number 1

The following represents clarification, additions, deletions, and/or modifications to the above referenced bid. This addendum shall hereafter be regarded as part of the solicitation. Items not referenced herein remain unchanged, including the response date. Words, phrases or sentences with a strikethrough represent deletions to the original solicitation. Underlined words and bolded, phrases or sentences represent additions to the original solicitation.

**1. ARTICLE ADDITION**

**SPECIAL CONDITIONS**

**12. LIQUIDATED DAMAGES**

**12.1. In accordance with the terms set forth in the Agreement, for each consecutive calendar day of delay in achieving the completion date in the Notice to Proceed as set forth herein, the CONSULTANT shall be liable to the COUNTY for liquidated damages in the amount of \$100.00 per calendar day.**

**2. QUESTIONS/ANSWERS**

1.	Has Lee County established a budget for this project?
<b>Answer</b>	<b>Lee County will not reveal engineering estimates or budget amounts for a project unless required by grant funding or unless it is in the best interest of the County. According to Florida State Statute 337.168: A document or electronic file revealing the official cost estimate of the department of a project is confidential and exempt from the provisions of s. 119.07(1) until the contract for the project has been executed or until the project is no longer under active consideration.</b>
2.	This Lee County Administrative Agenda ( <a href="https://leecounty.novusagenda.com/agendapublic/CoverSheet.aspx?Tamid=6951&amp;MeetingID=381">https://leecounty.novusagenda.com/agendapublic/CoverSheet.aspx?Tamid=6951&amp;MeetingID=381</a> ) indicates the amount of CDBG funding allocated to “Strategic Growth” is \$500,000. Is that the funding for this project?
<b>Answer</b>	<b>All CDBG-DR related expenditures must be considered fair and reasonable. Although the County has budgeted for this initiative in the event that is needed, proposers are reminded that proposals are to be competitively priced and will be scored accordingly. Please refer to the</b>

	<b>Scoring and Criteria &amp; Weight sections in the RFP packet to further understand the evaluation criteria for this proposal.</b>
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3.	Section 2.4.1 states that “Vendor shall be responsible for conducting meetings and any related presentations to the adoption and review of the proposed plan. At minimum, Vendor shall conduct two public meetings, 2-4 organizational meetings, and progress meetings, which can be held virtually or in-person.” Just to clarify, are the “public meetings” intended to obtain feedback from the general public, or were you referencing publicly noticed meetings with the Lee County Board of County Commissioners or other bodies?
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<b>Answer</b>	<b>The minimum two public meetings were intended to be publicly noticed meetings with the Board of County Commissioners; however, this does not necessarily exclude any other meetings that may be open to the public.</b>
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4.	Do you expect or encourage a community stakeholder engagement process beyond what is described in the RFP?
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<b>Answer</b>	<b>The Strategic Plan is intended to analyze the existing plans, identify gaps, and coordinate efforts for capital improvements. Other than what’s identified in the scope, public outreach is not anticipated for creating the Strategic Plan document.</b>
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5.	Does this project have any participation requirements for minority, women, disadvantaged, or other designated businesses? Are forms #11 and/or 12 applicable to this RFP?
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<b>Answer</b>	<b>There are no requirements for minority, women, disadvantaged, or other designated businesses, however Lee County encourages the use and participation of Florida Certified Enterprises businesses. Please fill out forms if it is applicable to your firm or any subconsultants, if not please mark N/A on the forms.</b>
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6.	Is the consultant expected to cover the subjects of zoning, land use, or housing and community development in the plan?
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<b>Answer</b>	<b>The strategic plan is not intended to be a comprehensive plan or regulatory document. These subjects may be discussed broadly within the Strategic Plan but are not intended to be the plan's focus. All goals and priorities within the Strategic Plan should be consistent with the Lee Plan.</b>
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7.	How is this plan related to The Lee Plan (as Amended Through 2024)? <a href="https://www.leegov.com/dcd/Documents/Planning/LeePlan/LeePlanText.pdf">https://www.leegov.com/dcd/Documents/Planning/LeePlan/LeePlanText.pdf</a>
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<b>Answer</b>	<b>The Lee Plan is the County’s comprehensive plan, which provides the vision of how the County will develop over time. The Strategic Growth Plan sets operational and policy goals and priorities to help implement the comprehensive plan. The strategic plan should emphasize and coordinate</b>
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	capital improvements in areas of the county that are expected to experience population growth, according to the comprehensive plan. Conflicts and gaps should be identified when the Lee Plan and other long-range planning documents are not consistent.
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8.	I am interested in this solicitation and would like to find out if this is has an incumbent, if so what is their reference number and what is the budget range for this solicitation.
Answer	<b>There is no incumbent for this solicitation. Lee County will not reveal engineering estimates or budget amounts for a project unless required by grant funding or unless it is in the best interest of the County. According to Florida State Statute 337.168: A document or electronic file revealing the official cost estimate of the department of a project is confidential and exempt from the provisions of s. 119.07(1) until the contract for the project has been executed or until the project is no longer under active consideration.</b>

**BIDDER/PROPOSER IS ADVISED, YOU ARE REQUIRED TO ACKNOWLEDGE RECEIPT OF THIS ADDENDUM WHEN SUBMITTING A BID/PROPOSAL. FAILURE TO COMPLY WITH THIS REQUIREMENT MAY RESULT IN THE BIDDER/PROPOSER BEING CONSIDERED NON-RESPONSIVE.**

**ALL OTHER TERMS AND CONDITIONS OF THE SOLICITATION DOCUMENTS ARE AND SHALL REMAIN THE SAME.**

*Carolina Rodriguez*

Carolina Rodriguez

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Lee County Procurement Management