

RFP2019-2023AFH
August 10, 2017
Conference Call Questions

1. Under what circumstances will retainage be held?

Relevant RFP section: Section I.B

RFP quote: "Retainage may be held until final plan is approved by HUD"

Answer: It is preferred that 5% retainage will be held until the AFH has been approved by HUD. This is negotiable upon award.

2. What question characteristics will the Collaborating Parties assess during review of stakeholder questions? If appropriate, is the Contractor permitted to deviate from the approved list of questions during stakeholder consultation?

Relevant RFP section: Section II.A.7

RFP quote: "The Contractor will submit a list of questions to the Collaborating Parties for review prior to holding the consultation meetings"

Answer: Questions should focus on obtaining clear information regarding fair housing issues and topics examined in the AFH. Questions should be adjusted to elicit the best response from the stakeholders present at the consultation. Contract is permitted to deviate from the approved list of questions in an effort to obtain complete information for the completion of the AFH.

3. To confirm, is the vendor application required only once award has been made?

Relevant RFP section: II.C

RFP quote: "Prior to executing a County Agreement, contractors must complete a Lee County vendor application: <https://www.leegov.com/procurement/#application>"

Answer: Correct.

4. Which AFFHT data version was used during the Collaborating Parties' previous data analysis? Which data version will Contractor be responsible for analyzing going forward?

Relevant RFP section: Section II.A

RFP quote: "The Collaborating Parties will: ... Provide partially completed assessment of HUD provided data;"

Answer: The data used in the previous analysis was the May 18, 2016 release and the release prior to that. The Contractor will be responsible for using the July 20, 2017 or the most current release prior to the completion of the draft AFH.

5. The RFP states that the Collaborating Parties will provide "partially completed assessment of HUD provided data" to the Contractor. Please provide details on what this will include in terms of the degree of analysis, the format (for example, charts and tables ready to insert into AFH document with accompanying narrative, etc.), etc.

Answer: The partially completed AFH will be posted to the Lee County website immediately following this call. DRAFT local maps and other data are already linked on the webpage:

<https://www.leegov.com/dhs/funding/fairhousing>

An editable version of the DRAFT and local data will be provided to the selected contractor.

6. We have read and understand that the Collaborating Parties have conducted community surveys and several public meetings already. Is there a desire on the part of the Parties to have the Contractor conduct more than the minimum one Public Meeting and one Public Hearing in each of the participating jurisdictions/PHAs? Your response will impact our scope and budget.

Answer: At least one formally advertised public hearing has been conducted in each jurisdiction. Additional focus groups, outreaches, and stakeholder meetings are necessary to reach the specific target populations necessary for the completion of the AFH. Public Hearings to be held regarding the draft AFH can be completed by the Jurisdictions/PHAs.

7. Are there any addendums?

Answer: Other than the DRAFT AFH which is now posted on the website, there are no addendums to this RFP.