

May 7, 2020
ADDENDUM #1
QUESTIONS and ANSWERS



QUESTION 1:

The RFO states that "as part of the regional AI, the contractor will prepare a local analysis of impediments to fair housing for the city of Alexandria, Fairfax County, Loudoun County, Montgomery County and Prince William County."

The latest Fairfax County AI which was published in Sept 2017 was 309 pages. And the AI for Prince George's County will equally as long. To finish complete five AI's and a regional AI by 2021 seems extremely ambitious. Our team estimates this should really take 16 to 18 months. Is there any flexibility here?

ANSWER:

COG and its partner organizations recognize that completing both the local and regional components of an Analysis of Impediments to Fair Housing Choice (RAI) is a significant scope of work. However, since the regional AI and local AI are not mutually exclusive, some of the information collected and analyses conducted for inclusion in the regional AI will also inform parts of the local AI. This should eliminate some duplication of effort and the amount of time required to conduct the local AI.

An extension of the deadline for submission of the RAI would negatively impact some jurisdictions' ability to complete the Consolidated Plan timely. The northern Virginia and suburban Maryland participating jurisdictions now have a deadline of August 16, 2021, stemming from the extension provided by the CARES Act.

QUESTION 2:

One way to cut on time would be the citizen participation process. Will COG take a strong role in helping to coordinate this effort and coordinate with experts in the field? Will COG partner with local organizations to help with outreach or will it be the responsibility of the team? What is COG offering to help with this process?

ANSWER:

COG will work with the participating jurisdictions and the HUD Technical Assistance provider to develop the citizen participation process before the consultant selection process is completed. The Project Team members will select and invite organizations to participate in a Community Advisory Committee, comprised of regionally serving non-governmental organizations representing members of classes protected by the Fair Housing Act as well as other key stakeholders.

COG will work with participating jurisdictions, the contractor, and the Advisory Committee to facilitate, but will not directly provide, public engagements. COG will also offer coordination support to the jurisdictions and will work closely with the contractor and HUD Technical Assistance provider to develop outreach materials to be used region wide. The Advisory Committee, Project Team members and COG will coordinate with the consultant and other experts in the field to determine the community engagement approach in each jurisdiction. The consultant's level of service for engagement varies based on each jurisdiction's needs.

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QUESTION 3:

Page 9, B1 states “Offerors shall submit a cover letter to COG Contracts and Purchasing Manager, (address above). There is no name listed – please provide.

ANSWER:

Rick Konrad

QUESTION 4:

Page 22, Attachment B, Non-Collusion and Debarment Affidavit, requires the signature of a Notary Public. Can this be waived under the circumstances?

ANSWER:

Yes, the Notary Public signature requirement is waived but will be required prior to any contract award.