



Advocacy to Legacy

Q&A to RFP for Home Roots Project

1. Please confirm that the client has an architect on board that the consultant would work with to complete Task E. If there is an architect on board, is the expectation that they will help with all of the subtasks in Task E, or just the fourth bulleted task where an architect's assistance is directly mentioned? We plan to issue an RFP for separate architectural services which would include most of the work under Task E. However, if an applicant has experience on some of the deliverables in Task E, please note in your response with cost separated out for Task E (outside of bullet number 5 which will be the task of an architect).
2. Is there a steering committee for this initiative? We have a committee in place to review the responses.
3. Does Advocacy to Legacy have existing relationships with small business owners and other stakeholders in the community? To what extent can Advocacy to Legacy assist in outreach to business owners - warm email introductions, sending invitations on behalf of the consultant, arranging in person visits, etc.? Yes, the focus of this initiative is work with current and future businesses that occupy the facility at 112-116 Cottage Grove and we expect the consultant to consider them as a significant factor in the outreach strategy.
4. For the community needs assessment, have you clearly identified the types of information you'd like gathered through that process (qualitative and quantitative) or is that to be developed as part of this project? The info to be gathered will be determined as part of the project
5. In Section E of the SOW, you write that the consultant should "work with an architect who will prepare construction drawings as needed for the project, including but not limited to, interior/exterior renovations; elevator installation; signage installation (related to Task D); infrastructure upgrades." Will the architect be engaged/hired by Advocacy to Legacy (A2L) and/or Cottage Grove Circle with resources outside of the \$60-70k budget available for this engagement, or is the desire for the consulting team to have an architect on board and factor those costs into the overall project budget? An additional RFP will be released for architectural services including to support the work to be done in section E of the current RFP.

6. Can you explain what is meant by “subsequent and optional work related to future implementation or pursuing additional grant funding for implementation phases” as it relates to the cost proposal submission? If your team or the consultant has recommendations for additional services, please include those in an additional section of the cost proposal.
7. Can you elaborate on your expectations for the final report that “clearly illustrates policy and strategy recommendations for the near- and long-term.” What type of policy recommendations are desired? For strategy recommendations, we assume this means that you’d like strategic priorities identified for how best to serve Bloomfield’s minority small business community through this new/expanded resource center. Is this correct? The recommendations and strategies would be based on the feedback on how to best serve both Bloomfield's minority small businesses located in the facility and the community in general.
8. Are you able to share the budget you have available for this project so that we can scope and scale our efforts accordingly? Approx 60-70K
9. Also, are you open to working with out-of-state consultants? Yes