



ADDENDUM #1
Office of Sustainability, Climate Action & Resilience
Justice40 Guidelines and Structures
RFP # 7490-23

July 31, 2023

The attached addendum supersedes the original Information and Specifications regarding RFP # 7490-23 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

Please note: BIDS will only be accepted electronically by emailing purchasing@bouldercounty.gov.

1. Question: What is the total budget for the project and the anticipated timeline in which the County would like this work completed?

ANSWER: Regarding the budget, we are open to adjustments based on proposals. We expected to see proposals ranging from \$30,000 to \$100,000. We would like to wrap up this project within six months.

2. Question: Has the County identified and approached specific community-based organizations and other local jurisdictions regarding their involvement in the development of recommendations and policy considerations?

ANSWER: We have yet to approach specific community-based organizations. We hope to work with the contractor on a community engagement plan. The local jurisdictions in question are those within Boulder County. The City of Boulder and Longmont have already expressed interest in a close partnership on this project.

3. Question: Can a portion of the budget be used to compensate community members and/or representatives of community-based organizations for their time in participating in this process?

ANSWER: Yes.

4. Question: Regarding the four questions in the introduction narrative, we would like to confirm our understanding that these are guiding research questions for the process--much of which will be sorted out in the research, facilitation and the community engagement aspects of the work. In other words, you are not asking us to answer these questions per se in the proposal. Is that correct?

ANSWER: That is correct, thank you for clarifying.

5. Question: As we consider the timeline for this work, could you please tell us about relevant deadlines and staff vacation windows for holidays so that we can make realistic but rough estimates.

ANSWER: Relevant deadlines include the 2024 fiscal year (calendar year) as we plan for new programs and structures next year; Spring 2024 when competitive Federal Funds will be announced; and Government holidays when staff is off.

6. Question: In our first read, we are thinking this will be approximately a 1.5 year process. Does this roughly align with what you are expecting?

ANSWER: No. Our hope is to move faster. IRA Federal funds will be distributed as soon as the Summer of 2024.

7. Question: We believe that having tangible outcomes for the Boulder County Justice40 work will help increase community buy-in, regardless of whether funding is secured. Do you currently have outcomes or a vision you would like to see from implementing J40 work? If not, we can include this in our process.

ANSWER: Besides answers to the general systemic and structural questions outlined in the RFP, we believe that outcomes and vision should come out of an intentional and inclusive process. Please include this.

8. Question: Do you envision community input in the standardized approach to budgetary audits?

ANSWER: Not necessarily. This could be part of the contractor's recommendations in a deliverable.

9. Question: To what extent has OSCAR identified stakeholders to participate in the presentation/workshop and community engagement activities or is it expected that the consultant will be primarily responsible for identifying and convening stakeholders?

ANSWER: We will work together with the contractor to identify stakeholders. We have staff that focuses on community engagement, and we expect the contractor to work with that staff to meet our standards and understand our current relationships.

10. Question: What is the budget identified for this scope of work?

ANSWER: In regard to the budget, we are open to adjustments based on proposals. Our expectation was that we might see proposals ranging from \$30,000 to \$100,000.

11. Question: What is the expected project timeline and term of contract?

ANSWER: We would like to wrap this project within six months.

Submittal Instructions:

Submittals are due at the email box only, listed below, for time and date recording on or before **2:00 p.m. Mountain Time on August 17, 2023.**

Please note that email responses to this solicitation are limited to a maximum of 50MB capacity.

NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED. THIS INCLUDES GOOGLE DOCS AND SIMILAR SITES. ALL SUBMITTALS MUST BE RECEIVED AS AN ATTACHMENT (E.G. PDF, WORD, EXCEL).

Electronic submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.

Email purchasing@bouldercounty.gov; identified as **RFP # 7490-23** in the subject line.

All proposals must be received and time and date recorded at the purchasing email by the above due date and time. Sole responsibility rests with the Offeror to see that their bid is received on time at the stated location(s). Any bid received after due date and time will be returned to the bidder. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all bids, to waive any informalities or irregularities therein, and to accept the bid that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.



**RECEIPT OF LETTER
ACKNOWLEDGMENT**

July 31, 2023

Dear Vendor:

This is an acknowledgment of receipt of Addendum #1 for RFP #7490-23, Justice40 Guidelines and Structures.

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding addendum. Please sign this acknowledgment and email it back to purchasing@bouldercounty.gov as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525. This is also an acknowledgement that the vendor understands that **BIDS will only be accepted electronically by emailing purchasing@bouldercounty.gov.**

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

Signed by: _____ **Date:** _____

Name of Company _____

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