



COUNTY OF DANE
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION

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Controller

DATE: March 11, 2011

TO: All Proposers, Request For Proposals #111013: Handicapped Accessibility to Public Buildings

FROM: Carolyn Clow, Purchasing Agent

SUBJECT: **ADDENDUM #1**

Questions and answers provided below in response to questions received.

Question #1 Could you clarify the requirements indicated in the RFP regarding schedule of award of contracts and start of work related to accessibility improvements?

A. Is the award of this contract required to occur prior to any of the milestones requested in Application item H, Work Plan with Timeline and Milestones, for a project to qualify?

B. Is the award of this contract required to occur prior to the community award of a construction contract, or any of the milestones requested in Application Item H, for a larger building renovation project that will include the accessibility improvements as a part of the scope of work?

Answer #1 A. The award of the contract by the County should occur prior to most of the milestones. The County is required to complete an environmental review of each project prior to the obligation of any funds – in other words, prior to executing the contract. If the project is approved for funding, some minor work may begin, such as preparing the bid package, after the environmental review has been conducted but prior to the receipt of the contract.

B. As the environmental review is required prior to the obligation of the funds, the community award of a construction contract would be premature prior to the award of this contract. There are other issues, such as the amount of the construction contract may trigger Davis-Bacon, Section 3, and other HUD – CDBG requirements that will need to be incorporated as part of the bid package. Bid packages that do not include all of the required elements would need to be re-bid or the project would be deemed ineligible for CDBG funding.

This raises the larger issue that CDBG funds are not to be used to supplant other forms of funding. CDBG dollars are to be used when projects would not go forward without the infusion of these funds.

Please acknowledge receipt of this addendum by noting “Addendum #1 Received” on the bottom of the Signature Affidavit when you submit your proposal.