



**ADDENDUM #01**

**DATED: 3/17/2017**

**RFP R25976  
Municipal Financial Advisor**

**Please sign and date this amendment and return it, along with your Bid.**

NAME/BUSINESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_, STATE: \_\_\_\_\_, ZIP CODE: \_\_\_\_\_

PHONE: ( ) \_\_\_\_\_ FAX NO.: \_\_\_\_\_

ATTENTION OF: \_\_\_\_\_

TITLE: \_\_\_\_\_

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_

All questions should be directed to the Purchasing Department at (913) 573-5440.

For Purchasing Use Only

Date Mailed: \_\_\_\_\_

Date Fax Sent: \_\_\_\_\_

Date Picked Up: \_\_\_\_\_

Date E-mailed: \_\_\_\_\_

***The Purchasing Department must inform you of the following:***

***Please find enclosed Answers to Questions Regarding the RFP R25976.***

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**RFP QUESTIONS AND RESPONSES:  
“Municipal Financial Advisor”**

**Submitted Questions**

1. Page 19 of the RFP includes details for including a Fee Proposal. Page 22 of the RFP indicates no Fee Proposals should be submitted with our response. Would you please clarify if Fee Proposals should be included with our response?

**Answer: The fee proposal should be included with their RFP. Section 7.0 should have been deleted from the RFP.**

2. We also wanted to clarify the components of the RFP. Page 19 includes a “Components of the RFP” section detailing information that needs to be included in the response. Section 6 on page 20 and Section 7 on page 21 also include information to be included in the response. Each of these sections contain some overlap. Do you want respondents to respond to each of these three sections individually or combine the three sections to include all information requested across the three sections?

**Answer: The information that overlaps each of the three sections can be combined to include all the information requested.**

3. I’m assuming that no fee proposals is requested until the interview stage, but please confirm, The RFP requests a fee proposal on Page 19 and indicates on Page 23 that it will be 10% of the selection criteria. However, in Section 7.08 on Page 22 it specifically says not to include a fee proposal.

**Answer: Please refer to question 1.**

4. There are a couple of places in the RFP that list different submission requirements. My understanding is that we are to submit an original, seven copies, and a digital version in a flash drive. Is electronic submission on the eProcurement site also required?

**Answer: You may submit a response on the UG’s e-procurement site but, you still have to provide a hard copy submittal. Please refer to Section 7.02, pg.21.**

5. As we discussed today, we requested clarification as to whether the Unified Government will select one firm as its advisor or utilize a pre-qualified pool of advisors from which to obtain services, the prequalification being successful consideration by the Unified Government of the response provided under this RFP, and for future financings will draw from that pool.

**Answer: the Unified Government will select one (1) firm as Financial Advisor.**