



## Department of Procurement and Contract Compliance

### **Addendum #3**

### **RFP R41180**

### **Disparity Study for the Unified Government of Wyandotte County/Kansas City, Kansas**

Release Date:  
October 11, 2024

**Refer All Inquiries to:**  
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ADDENDUM #3

**RFP R41180**

**Disparity Study for the Unified Government of Wyandotte County/Kansas City, Kansas**

**Please be advised this addendum addresses the following questions: The updated RFP, Version 2, document shall remain in effect except as revised by the following changes, which shall take precedence over anything contrary in the specifications. *Answers are in Blue Italics font.***

1. What is the budget for this Study?  
**Answer:** A specific budget has not been set; however, price will be considered in the selection of the successful proposal.
2. Does the Unified Government maintain bid tabulations, vendor data, payments, awards, and subcontractors (for both MWBE's and not-MWBEs)? What is the format for this data?  
**Answer:** Yes, Bid tabulations and MWBE data is maintained by the Procurement Department. Vendor data and payments is maintained in the financial management system Workday by the Accounting Department
3. What is the Unified Government's fiscal year?  
**Answer:** January 1, 2024 – December 31, 2024.
4. What departments are included in the disparity study? Any airports, libraries or museums?  
**Answer:** The Unified Government budget can be viewed online with all departments outlined.  
[wycokck.org/files/assets/public/v/1/finance/documents/budget/2024-2025-budget-document-final-online-1.pdf](http://wycokck.org/files/assets/public/v/1/finance/documents/budget/2024-2025-budget-document-final-online-1.pdf)
5. If an airport is included in this study only of non-federally funded contracts? If not, please explain the extent of the study of federal funded contracts.  
**Answer:** N/A.
6. Is your procurement process centralized or decentralized? In other words, will we need to get payment, award vendor, subcontractor or bid tabulation data from one source or will we have to go to various sources to collect them?  
**Answer:** Centralized.
7. Please confirm if there is a subcontracting goal.  
**Answer:** Currently, there are no subcontracting goals. The Ordinance for subcontracting goals for construction contracts over \$250,000.00, Sunset in 2015.
8. Is there a page limit.

Answer: No.

9. Section 2.04 Prior Experience of the RFP (pg.12) states that offerors must demonstrate “prior experience working with both cities and counties, citing at least three references for each.” Then in Section 7.07 Experience and Qualifications of the RFP (PG.35) #5 States, Offerors should submit at least three (3) references for similar services performed within the past ten (10) years.”

Should we interpret the two sections to mean that offerors should submit (3) references from past City clients and (3) references from past County clients, for a total of (6) references? Or should offerors submit a total of (3) references that can attest to our past experience working with cities and counties?

**Answer:** Offeror, should submit, (3) references from past City clients and (3) references from past County clients, for a total of (6) references.

10. Page 31 of the RFP states that offerors should provide one (1) original and six (6) copies of their submissions as a hard copy submittal mailed to the Office of Unified Clerk, Municipal Office Building.

However, Section 7.02 Electronic Filing Requirements of the RFP (pg.31) instructs offerors to register with the Unified Government procurement site and follow instructions to unload and finalize submissions. Will you allow submissions to be electronic through the Unified Government’s site? If so, should we disregard the request for a hard copy submittal with multiple copies of the proposal

**Answer:** No, Electronic submittals are not allowed for this solicitation, please follow the requirements for hard copies. The section should have read: This is a requirement for participating in the Request for Proposal to receive updates to the solicitation (i.e. Addendums, etc.).

**RFP SUBMISSION DEADLINE REMAINS OCTOBER 21, 2024, AT 2:00 P.M., CST.**

**THE ATTACHED SIGNATURE PAGE MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL.**

In other respects, except as specifically stated above, the subject Request for Proposal remains unchanged.

**SIGNATURE PAGE**

Offerors are asked to acknowledge receipt of this Addendum Number Three (3), by completing the information requested below and submitting this information with their proposal. Failure to do so may subject the proposer to disqualification.

ALL OTHER SPECIFICATIONS AND CONDITIONS REMAIN UNCHANGED.

RECEIPT OF THIS ADDENDUM IS HEREBY ACKNOWLEDGED

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

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

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

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

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

E-MAIL ADDRESS: \_\_\_\_\_

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

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

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

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

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