

**CITY OF CRESCENT CITY**  
**ADDENDUM to the REQUEST FOR PROPOSALS**  
**PROFESSIONAL SERVICES FOR**  
**VISION/MASTER PLANNING and REDEVELOPMENT PLAN UPDATE**  
**FOR THE CITY OF CRESCENT CITY AND**  
**THE CITY OF CRESCENT CITY COMMUNITY REDEVELOPMENT AGENCY**

**RFP 2023-02 – Addendum #1**

- Does the City have an allocated budget for the Vision/Master Plan and Redevelopment Plan Update? If so, what is the budget?
  - We intend to submit for a DEO Planning Grant to pay for approximately half of the planning effort. These grants are matching grants with a maximum of \$50,000. Therefore, our budget is less than \$100,000.
- What is the City’s expected timeline to create/implement the Vision/Master Plan and Redevelopment Plan Update?
  - The grant will be announced in July, and we want to get started by August to complete the process by the Spring.
- The RFP mentions multiple master plans (page 3/4 “17. C” and page 6 “Qualifications – A”). Does the City desire multiple, separate master plans for different areas or only one?
  - It is really one big plan but the US17 corridor is automobile oriented while the downtown is a walkable environment. The Redevelopment Plan is divided into North, Central and South, with separate budgets for each. This will give us a Redevelopment Plan with three parts and a Vision/Master Plan with a corridor component (N&S) and a downtown component.
- Please clarify the proposal due date. On page 1, Part 1 Section 1B, the RFP states, “The City of Crescent City’s CRA Board will accept Proposals that must include statements of qualifications from firms/individuals, corporations, partnerships, and other legal entities authorized to conduct business in the State of Florida by April 4, 2023 no later than 4:00 pm.” However, on page 6, Part III Section C, the RFP states, “Response to RFP: Submission of Proposals- 4 pm, April 3, 2023”
  - April 4, 2023
- Would the City like us to include a cover letter with our response in addition to the requested sections?
  - A cover letter is fine.

- Regarding Page 4, Part I Section 19 E - “Provide a current list of your company’s clients and identify any potential conflicts.” – Providing a current list of our firm’s clients would be a very large list and potentially take up several pages of our response. Would we be permitted to instead include a list of clients we are only currently providing similar services for?
  - Yes.
  
- Regarding page 4, Part I Section 17 D – “Deliverables for each Master Plan” – would each of these deliverables be needed for both the Community Redevelopment Plan Update and the Vision/Master Plan? For example, for the 3 meetings with staff to coordinate as the project progresses - would this in fact be 6 total meetings needed to provide 3 meetings for each plan?
  - It is really one big plan but the US17 corridor is automobile oriented while the downtown is a walkable environment. The Redevelopment Plan is divided into North, Central and South, with separate budgets for each. This will give us a Redevelopment Plan with three parts and a Vision/Master Plan with a corridor component (N.&S.) and a downtown component. This means the deliverables are for the overall Plan. The three meetings, for example, as the total, unless you propose more meetings.