



City of Phoenix

To: All Interested Parties

Date: April 14, 2009

From: Kate Krietor, Deputy Director
Neighborhood Services Department

Subject: AMENDMENT No. 1 TO REQUEST FOR PROPOSALS
NEIGHBORHOOD STABILIZATION PROGRAM

This is Amendment No. 1 to the above-referenced Request for Proposals (RFP).

CERTAIN PROPOSAL DUE DATES HAVE BEEN EXTENDED. FOLLOWING ARE REVISED DUE DATES:

April 22, 2009 by 1:00PM MST	Deadline to submit written questions
April 28, 2009 by 5:00PM MST	Final addendum (if needed) and questions and answers posted on line at: www.phoenix.gov/nsd/nsparfp.html
May 5, 2009 by 1:00PM MST	Proposals due for first review

Any and all references in the RFP to the deadlines listed above are hereby amended to conform to the above information.

The RFP is hereby further amended as follows:

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Section **5. Scope of Work, Experience and Pricing**
The first three paragraphs are deleted and replaced with the following:

All of the following information is included in the Scope, Experience and Pricing Form (Attachment E).

Proposals to perform individual NSP Basic Functions, or smaller “bundles” of up to three NSP Basic Functions, must complete the Scope, Experience and Pricing Form (Attachment E) for each Function.

For Proposals bundling four or more NSP Basic Functions, the Proposer needs to submit only one Attachment E. However, Attachment E needs to include information on the Proposer’s experience and knowledge in providing each of the

NSP Basic Functions in the bundled services, staff experience in each of these Functions and all other information requested in Attachment E.

Proposals for Comprehensive Project Management and Comprehensive Program Management should highlight the Proposer's qualifications and experience related to comprehensively managing these Programs and the associated NSP Basic Functions. Proposers in these two comprehensive categories do not need to fill out a separate Scope, Experience and Pricing Form for each NSP Basic Function, but must reflect the Proposer's and subcontractors experience and qualifications to undertake each of the NSP Basic Functions in the Proposal.

All proposals must address all of the information called for in Attachment E whether submitting one or multiple Attachment E forms. Proposers should pay particular attention to addressing the Special Proposal Requirements in the Scope(s) of Work (found in Attachment A) for the Function(s) they propose to perform.

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Section 15. **AFFIRMATIVE ACTION IN EMPLOYMENT**

The first paragraph is deleted and replaced with the following:

In order for your Proposal to be considered, your firm must comply with Phoenix City Code, Chapter 18, Article V, as amended, Affirmative Action Program. Failure to comply with the reporting requirements of this ordinance will result in your Proposal being rejected. Firms are also responsible for maintaining their eligibility during the life of any Proposal and failure to do so may result in termination of the Proposal. A link to the form is available with this RFP to assist you in complying with the ordinance. The form is to be completed and returned to the City of Phoenix Equal Opportunity Department. **Do not return this form to the Neighborhood Services Department. Please follow the instructions on the form.** Any questions in regard to the Affirmative Action Program should be directed to the Affirmative Action Compliance Section of the Equal Opportunity Department, (602) 262-6790. The Affirmative Action form must be submitted no later than the date you submit your Proposal.

RFP documents are available online at <http://www.phoenix.gov/NSD/nsparfp.html> as well as in hard copy at:

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