



## GENESEE COUNTY PURCHASING DEPARTMENT

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March 10, 2009

### ADDENDUM #2

## **REQUEST FOR PROPOSALS (RFP) #09-002 COMPREHESIVE ECONOMIC DEVELOPMENT STRATEGY FOR THE GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**

1. The due date and time of the above referenced RFP has been extended to **3:00 p.m., Friday, March 13, 2009.**
2. Please make the following revision to the above mentioned RFP:  
Page 18, **PART IV – EVALUATION CRITERIA AND SELECTION PROCEDURE** did not include the cost proposal as part of the evaluation criteria.

### **PART IV – EVALUATION CRITERIA AND SELECTION PROCEDURE** should read:

All proposals shall be based on the best overall proposal with points awarded according to the following criteria and point system. Phase I consist of a possible 80 points. Phase II Cost consists of a possible 10 points. Phase III presentation consist of a possible 20 points. After Phase I, cost proposals will be opened for the top three scoring proposals. Points will be awarded with the lowest cost receiving ten (10) points the next lowest receiving five (5) points and the highest cost receiving zero (0) points. The top three proposals during Phase I will be considered by the Steering Committee for Interview. The following factors will be considered in making the selection.

	Criteria	Possible Points
<b>PHASE I</b>	<u>A. Prior Experience:</u> This refers to the nature and extent of prior experience with similar projects, including the years that the firm or organization has been in business.	20
	<u>B. Capability:</u> This criterion includes the ability of the consultant to meet the terms of the RFP. Emphasis will also be placed on the soundness of the consultant's approach to the problem as presented in the Statement of the Project and Work plan. Emphasis will also be placed on performance of the work within the required time limits as stated in Part V.	20
	<u>C. Professional Personnel:</u> This refers to the competence of the professional personnel who would be assigned to the job by the consultant firm. Qualifications of professional personnel will be measured by education and experience, with reference to experience on projects similar to that described in this RFP. Emphasis will also be placed upon the qualification of the project manager and the amount of dedicated management planned for this project by the consultant.	20
	<u>D. Community Facilitation:</u> This refers to the approach for obtaining input and feedback from both public and private organizations in the study area. This includes the number, type and content of meetings focus groups and/or community input.	20
<b>PHASE II</b>	E. Cost	10
<b>PHASE III</b>	F. Presentation to Evaluation Committee	20

Criteria A, B, C, and D represent the first phase in Consultant selection. All proposals will be evaluated by staff and the CEDS committee for the purpose of selecting the consulting firm with whom an invitation to Interview will be requested.

**Indicate on the Signature Page item #5 and the exterior of the envelope containing your proposal:**

**“ADDENDUM #2 RECEIVED”**

**ALL PROPOSALS MUST BE RECEIVED AT:  
GENESEE COUNTY PURCHASING DEPARTMENT  
1101 BEACH STREET, ROOM 200  
FLINT, MI 48502**

*Eric F. Hopson*

Eric F. Hopson, Purchasing Director  
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