

## Housing Element 2020-2027 Update

### RFP Questions/Clarifications

1. Are resumes part of the 20-page limit? Is the cover letter part of the 20-page limit?  
*Yes, resumes and a cover letter are part of the 20-page limit. Resumes should be brief and only for staff that will be directly involved in the project. You can provide a link to a website for other staff resumes if you feel they are important in the response.*
2. Does the City want the meeting with HCD that is requested on the scope of work to be in person or is a conference call okay?  
*The meeting with HCD does not need to be in person. Meeting notes should be sent to HCD to confirm meeting content.*
3. Page 5 of RFP states “The submittal shall include: five (5) hard copies, plus an electronic copy on a thumb drive in a Microsoft Office format.” Is it acceptable to submit the proposal as a pdf since some of the programs used to create the submittal are not all MS Office?  
*A PDF of the portions of the proposal not created in an MS office program is acceptable.*
4. Does the City have a budget in mind?  
*Not providing a budget estimate was intentional.*