



REQUEST FOR PROPOSAL NO. 202122-02
On-call Community Development Block Grant (CDBG)
Program Management Consulting Services

Questions and Answers through 08/13/2021:

- Q1. What deficiencies were found by HUD in the Consolidated Plan prepared by Crescendo Consulting Group?
- A1. The deficiencies that were found by HUD in the Consolidated Plan were around the Citizen Participation, Coordination with the local Continuum of Care (PR-10), Priority Needs (SP-25), Expected Resources (SP-35), Institutional Delivery (SP-45), Homeless Strategy (SP-60), Monitoring (SP-80), and Proposed Projects (AP-20). The questioning was around the vagueness in the categories. HUD requested that the City be more specific and include more documentation around the citizen participation. HUD also did not approve 2 proposed projects, therefore needing to adjust AP-20.
- Q2. Can any part of the plan prepared by Crescendo Consulting Group be recycled, or would the consultant on this project be expected to start from scratch?
- A2. The Consolidated Plan does not need to be completely redone, just amended. The City has already worked with Crescendo to make the appropriate changes to the Consolidated Plan and is just pending submission. The City needs to present to Council, provide a 5-day public comment period, and submit the substantial amendment. The categories in question have been addressed and is only pending submission to HUD. The City would expect that HUD accepts the amendment, and therefore the work with the Consolidated Plan would be complete.
- Q3. Is a description of HUD findings available?
- A3. There are currently 3 outstanding findings with HUD regarding a 2019 Monitoring. The findings were regarding lacking established policies and procedures, unable to provide documentation for Centennial Park project, and unable to provide documentation for Soccer Phase 2 project. All the documentation has been submitted to HUD and is pending their review. If the documentation submitted satisfies HUD's requirements, then all outstanding findings will be closed. The policies and procedures were submitted July 8, 2021, the documentation regarding Soccer Phase 2 was submitted July 1, 2021 and the documentation regarding Centennial was submitted May 12, 2021.

Q4. Is a list of City Grants staff, their duties, and their familiarity with CDBG program compliance available?

A4. There are currently 3 City Grants Staff, 1 Grants Specialist and 2 Program Managers. One of the Program Managers is dedicated to Transit, while the other is dedicated to CDBG and Housing. The Grants Specialist is a supportive role, that can be flexed between any program whether that is Transit, CDBG or Housing. The familiarity with the CDBG program between the Grants Specialist and the Program Manager could be improved. Their knowledge around the program is less than 2 years.