

To Whom It May Concern:

RE: Addendum 2, RFP # 13-005-84 Greenprint Sub-planning Awards

This letter is addenda to RFP #13-005-84 Greenprint Subplanning Awards due August 9, 2013. Please note the following points of clarification to the RFP.

POINTS OF CLARIFICATION

1. No example or template of a Memorandum of Agreement (MOA) is provided with this RFP. Each MOA should at a minimum:
 - State all parties entering into the MOA as lead applicant, subcontractors, consultants, partners, or supporters;
 - Include a signature from all parties entering into the MOA;
 - Describe the responsibilities of each party included in the MOA (including responsible insured party)
 - Include a brief description of the project proposed (2-3 sentences); and
 - Include a brief statement about why the partnership was formed for the proposal (2-3 sentences).
2. No division, agency, or commission of Shelby County Government will be eligible to apply for RFP 13-005-84 Greenprint Subplanning Awards.
3. The maximum amount of funding awarded to a single consortium organization servicing as the lead applicant is \$50,000. There is no limit to the amount an organization can receive serving as a subcontractor, consultant, or partner to other lead applicant organizations.
4. Consortium organizations can apply for more than one award as lead applicant.
5. Consortium organizations can receive more than one award as lead applicant as long as the sum total of awards does not exceed the \$50,000 award maximum.
6. All applicable considerations for scoring of proposals and funding allocations are detailed in RFP #13-005-84 Greenprint Subplanning Awards. See page 5 (*How will funds be distributed geographically?*) and pages 7-8 (PROPOSAL EVALUATION AND SELECTION).