



# ***City of Niagara Falls, New York***

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**RFP #CD2020-01**

## **Preparation of 2020-2024 Consolidated Plan for the City of Niagara Falls, New York**

### **Addendum I**

Recently you received a copy of the above-referenced RFP. Please note the following three (3) changes relative to the inclusion of the CDBG Program in the scope of work:

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#### **PAGE 2, SCOPE SECTION, FOURTH PARAGRAPH**

**Page 2, SCOPE Section, Fourth Paragraph now reads as follows:**

The HUD-CPD programs included in this RFP are: the HOME Program; the Emergency Solutions Grant Program and the City of Niagara Falls Community Development Block Grant (CDBG) program.

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#### **PAGE 3, GENERAL BACKGROUND INFORMATION SECTION, THIRD PARAGRAPH**

**Page 3, GENERAL BACKGROUND INFORMATION Section, Third Paragraph now reads as follows:**

Consultant will follow the most current requirements when conducting the activities and drafting:

- HUD eCon Planning Suite, Consolidated Plan in IDIS Desk Guide -HUD Exchange
- Citizen Participation And Consultation Toolkit <https://www.hudexchange.info/consolidated-plan/econ-planning-suite-citizen-participation-and-consultation-toolkit>
- City of Niagara Falls Public Participation Plan for HUD-CPD Programs. Please view the City of Niagara Falls Five Year Consolidated Plan on the HUD website. The City of Niagara Falls intends to select the consultant on or around April 10, 2020. Deadline for all activity results and Con Plan sections to be in final draft form due on or around June 15, 2020 to the City of Niagara Falls. The City of Niagara Falls submits 2020-2024 Five-Year Consolidated Plan to HUD for review.

**PAGE 3, GENERAL BACKGROUND INFORMATION SECTION,  
THIRD PARAGRAPH (continued)**

- Pre-Drafting and Drafting activities must take into account the following required timelines: One Pre-Draft public meeting advertised by 30-day published notice, one Post-Draft public hearing, and one Post-draft 30-day public comment period (will occur within the same 30-day timeframe and published in the same notice).
  - Submission date of the Con Plan to HUD is on or before August 10, 2020.
  - Consultant will conduct (4) stakeholder sessions and attend one pre-draft and one post-draft) public hearings
  - Consultant will be responsible for setting up, maintaining, and tracking the results of the online housing needs survey. Consultant will then compile and summarize the results of the survey in a report to be posted online and available to the public.
  - City of Niagara Falls will coordinate with Consultant to schedule the dates of the two (2) required public hearings and two (2) 30-day public comment periods.
  - City of Niagara Falls will publish all required legal notices and distribute information regarding surveys, legal notices, etc., to the public and stakeholders.
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**PAGE 4, THE APPROACH SECTION, SUBPARAGRAPH “1”**

**Page 4, THE APPROACH Section, Subparagraph “1)” now reads as follows:**

**1) *An Affordable Housing Needs Survey***

*This online survey will be anonymous and controlled by the consultant. Questions will address regulatory requirements of the HOME, CDBG and ESG programs (housing type, households served, local housing needs, priority populations, etc.) as each relates to housing in the state, and other information as approved by consultant and City of Niagara Falls. Consultant will collect, compile, analyze and draft the results of the survey into a port format.*

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All other terms, conditions and specifications remain the same. Please sign where indicated below and attach this addendum to your submission.

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(Authorized Signature)

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(Company)