

Northeast Ohio Areawide Coordinating Agency (NOACA)

**REQUEST FOR PROPOSALS**

**Marketing and Community Engagement Consultant to Support a  
Brownfields Revolving Loan Fund**

**ADDENDUM #1 – Budget Clarification**

2. AMENDMENT NO:  
1

3. ISSUE DATE:  
December 28, 2022

4. EFFECTIVE DATE:  
December 28, 2022

5. ISSUED BY:

Lindy Burt  
Deputy Director of Organizational Planning and Development

6. EXPLANATION:

Page 2, paragraph 4 of the Request for Proposal states “this assistance is expected to last 20 months at an average of 40 hours per month. One or more extensions may be possible.”

To clarify - NOACA’s budget limit for this work is \$49,999.00. Therefore, the consultant shall provide NOACA with at least 30 days advance notice when the amount expended is projected to reach 90% of the total contract amount, at which time NOACA may reduce the scope to allow completion of the work within budget or may terminate the contract when the budgeted amount is reached.

Activity under the contract would continue until this total is reached. For this reason, proposals should be clear on the hourly rate for various tasks performed so that the proposal evaluation team can make an informed decision. The contract amount may be increased and/or time extended if the RLF is recapitalized and the Coalition is able to award more loans or subgrants for remediation.