



**National Trust for
Historic Preservation**
Save the past. Enrich the future.

Addendum No. 2

PROJECT: PRESERVING BLACK CHURCHES BUSINESS AND STRATEGIC PLANNING RFP 2023-26

DATE: JANUARY 12, 2024

RE: ADDENDUM NO. 1 TO REQUEST FOR PROPOSALS

TO: ALL BIDDERS

This addendum forms a part of the Contract Documents and modifies the original Bidding Documents and shall be included in the relevant scopes of work and bids submitted. It is the bidder's responsibility to determine if their work is affected by this addendum. Failure to acknowledge receipt of this Addendum on bid submission may subject the Bidder to disqualification.

The Following is AMENDED:

GENERAL NOTES AND CLARIFICATIONS:

1. **DEADLINE TO SUBMIT PROPOSALS IS EXTENDED BY ONE WEEK TO JANUARY 26, 2024**; February 12-16, 2024 Interviews, if necessary; February 29, 2024 Proposal Selection
2. Second Set of Answers to Questions

DRAWINGS: None

SPECIFICATIONS: None

END OF ADDENDUM NO. 2

Answers to Questions

Q1. Can you please specify the budget allocated for this project?

Answer: The Trust does not release internal budget expectations.

Q2. Is the stewardship plan intended for each site individually, or is it more of a comprehensive document for historic preservation to use?

Answer: A stewardship plan would be created for each site individually. Each stewardship plan would be developed based on each sites' individually developed scope of work and needs assessment.

Q3. Would the selected consultant facilitate strategic planning and develop financial models related to the religious functions of the churches, or does the scope of work solely apply to their non-religious functions as Sites of Social Justice and other potential (non-religious) cultural and heritage uses?

Answer: All strategic planning and developed financial models would be for non-religious functions related to cultural heritage, community use, and public programming.

Q4. Are competing firms required to respond to all services requested in the Scope of Services section?

Answer: Yes. If the firm cannot provide a particular service, they should either indicate this or respond with a plan on how to provide that service through subcontracting.

Q 5. Are competing firms eliminated if they do not provide subcontractors for services that the firm does not provide?

Answer: No.

Q 6. If segments of the scope of work are not part of our firm's core services, is it advised that we not respond to the RFP, respond to the RFP within our core services, or respond to the RFP with a commitment to hire subcontractors?

Answer: Interested firms are encouraged to respond to the RFP and indicate the services they can provide.

Q 7. Is the training module expected to be provided on-site and individually for each church, or may training be conducted simultaneously for multiple churches on-site in a centralized training location?

Answer: The training module can be conducted for multiple churches on-site in a central location or individually. Development of virtual training options are also acceptable. Proposals should present a solution and explain why that course of action is most advantageous to the project.

Q 8. Noting the February 29 contract award date, do you have an intended start date for the project?

Answer: April 1, 2024

Q 9. Not knowing the readiness of the churches to begin consultation, will all churches need to begin consultation services simultaneously, or may consultation services be staggered throughout the 18–24-month period?

Answer: Consultation services can be staggered and phased. A consulting services schedule will be developed in coordination with the National Trust and the churches.