

**Questions and Answers**  
**RFP No. 2019-10**  
**Posted February 14, 2019**

**QUESTION:**

What is actually due on February 22, 2019 at 2:00pm? Per section 3.2 *The proposals submitted will be the documents upon which the City of Albany will make its initial judgement regarding each proposer's qualifications, methodology, and ability to provide the services contemplated by the contract* . The RFP references August 31, 2019 deadline and September 30, 2019 deadline. Please confirm and/or clarify that what is due on 02/22/2019 is Qualifications of Proposer outlined in Section 4 or is it also inclusive of Section 6 and Section 7?

**ANSWER:**

The deadlines are as follows:

Feb. 22<sup>nd</sup>- Proposal submissions- must be sent to the City of Albany Corporation Counsel by 2 pm  
Aug. 31<sup>st</sup>- Final Preservation Plan must be submitted to the City of Albany Planning Department  
Sept. 30<sup>th</sup>- Final Preservation Plan must be submitted to the NYS Historic Preservation Office.

Responses to the RFP should include the firm's qualifications and experience in producing a Historic Preservation Plan, a project budget, and how they plan on conducting and carrying out the proposed tasks as outlined in the scope of services.