

**ADDENDUM NUMBER 1**  
**TERREBONNE PARISH CONSOLIDATED GOVERNMENT**  
**CDBG-DR**  
**RESILIENT COMMUNITIES INFRASTRUCTURE PROGRAM (RCIP)**  
**SUPPORT THE SEAFOOD INDUSTRY: MARKET ANALYSIS, NEEDS ASSESSMENT AND INVESTMENT PLAN**  
**FOR SUSTAINABLE INFRASTRUCTURE**  
**PROPOSAL PROJECT NO. 55LDRC7503**  
**RE-BID**

*DATE: May 29, 2025*



This Addendum is issued in accordance with the Request for Proposals for planning services and shall become a part of the Contract Documents. Contractors quoting this project shall be cognizant of all the items contained herein and shall submit their quote accordingly.

This Addendum No. 1 consists of 2 pages.

## **GENERAL**

On May 14<sup>th</sup>, 2025, a non-mandatory Pre Proposal Informational Meeting was held.

The recording of the meeting is here:

[Recap: Support the Seafood Pre-Proposal Informational Meeting Wednesday, May 14](#)

## **QUESTIONS FROM BIDDERS**

1. Is there a website for this effort? Is the expectation that one will be developed for outreach purposes and/or a repository of data?

Answer: TPCG will create a section for the project on the parish website for up-to-date information. There is no separate project website planned.

2. Are there any pre-identified regions TPCG would like to be used for comparison?

Answer: No.

3. Is there a list of non-profits TPCG has engaged on this effort that can be provided?

Answer: No, although it is expected that selected firm will work with Sea Grant representatives.

4. What is the projected timeline for completion of this project?

Answer: By November 30<sup>th</sup>, 2025, it is expected that the primary infrastructure investment identification (type, location, and preliminary cost) will be complete. The final deliverable, including the final public presentation, will be completed by February 27, 2026.

5. For the outreach and engagement portion of this effort, is the project team allowed to offer stipends to local subject matter experts in exchange for their participation?

Answer: TPCG will discuss this strategy with selected firm to determine if it is an eligible expense and appropriate approach.

6. Page 9, Submittal Form, 5th paragraph, resumes included in the Appendix, is this included in the 30-page count?

Answer: Yes. *Each complete submittal will contain a maximum of thirty (30) pages, inclusive of a cover letter, the Submittal cover sheet, the relevant requested Submittal information, staff resumes, and the required signature page.*

7. Page 18, Appendix C – Certification Regarding Lobbying, should this form be included with the submittal, if so, is it included in the 30-page count and should it be included in the appendix of our submittal?

Answer: Yes, it needs to be included in the submittal and no, it will not be considered as part of the 30-page count. Please include it in an appendix.

8. Page 19, Appendix D – Debarment/Suspension Certification, should this form be included with the submittal, if so, is it included in the 30-page count and should it be included in the appendix of our submittal?

Answer: Yes, it needs to be included in the submittal and no, it will not be considered as part of the 30-page count. Please include it in an appendix.

9. Is Client intending the services to include Municipal Advisory Services, as defined by SEC for MAS licensing and registration?

Answer: No, not applicable for this contract.

10. Are any exceptions required with the proposal submission?

Answer: We are unsure of the intent of this question. If this question is to ask if exceptions are allowed to contract terms and conditions, the answer is this will be determined during contract negotiations.

11. Are there terms and conditions to be included in the contract, and if so, when will they be provided?

Answer: Yes, there will be terms and conditions in the contract. A draft contract will be made available to the selected respondent.