

RFP Question & Answers- Rehabilitation of Buildings for Non-Profit Organizations 2024-2025

Question: Can we apply for the RFP if we do not own the building?

Answer: To be eligible for this funding, the non-profit entity submitting the application has to own the building at the time the application is submitted. (The City of Springfield reserves the right to consider exemptions to this requirement on a case-by-case basis solely for buildings under the ownership of the City of Springfield)

Question: May an organization apply to fund a project that was completed in this fiscal year?

Answer: The project can not already be completed or underway. Per federal funding requirements, an environmental review needs to be completed for each project that is awarded funding, prior to any work being started.

Question: Are 3 quotes required?

Answer: Yes, three quotes are required to be eligible for this program. Federal Procurement guidelines require solicitation of multiple quotes, with the lowest quote to be utilized. If for some reason you are unable to obtain 3 quotes but you have obtained 2 quotes and have made attempts to get the third quote, you may submit that information with your proposal and it will be taken into consideration during the review. Proposers should submit documentation of all quotes with their proposal.

Question: What is a notarized tax certification?

Answer: A form that is required for all entities to fill out prior to going to contract once they are awarded. The City will vet the organization for any taxes, violations or any other outstanding balances owed to the City of Springfield. All applicants must be current on all Federal, State and City taxes as well as all City fees.