



Addendum

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| Addendum Number: | 2 |
| Addendum Date: | June 23, 2025 |
| Project Name: | Zoning Ordinance – Missing Middle Housing |
| Project Number: | N/A. |
| Prepared By: | Craig Failor |
| To: | All RFP Recipients |

This addendum does not amend the original RFP.

Proposers must acknowledge receipt of any and all addenda as required by the General Requirements of the RFP and in Section 4 of this document. The acknowledgement page should be signed and included in the proposal document.

All requirements of the Contract Documents remain unchanged.

Part 1 – Amendments to the RFP - None

Part 2 – Attachments - None

Part 3 – Questions & Answers

Second Group.

- Is the full \$200,000 authorized by the Village Board available for the services requested under this RFP? Answer: See response below in first group.
- Is the Village able to share any results from the Missing Middle Housing Peer Network and Assistance Program work conducted over the past year? Answer: Yes, this can be made available to the selected consultant.
- Will the underlying data from the MMC Strategic Vision for Housing Plan be available to consultants for use in this work? Answer: Yes.
- A Construction Cost Analysis report is listed under Reports Required, but expectations for this analysis are not described elsewhere. Can you provide more information on what the Village is seeking and whether any data from recent projects will be available? Answer: This is focused on ADU development opportunities as well as conversions from single-family to two or three-family reconfigurations.

First Group.

- Section II of the RFP notes that the Village authorized \$200,000 in FY25 to implement the Strategic Vision for Housing Plan. Can we assume that this is the budget for the Zoning Ordinance Update project or will that budget be used for other projects as well? Answer: Yes, the project budget is up to \$200,000.
- Section IV of the RFP highlights the six major engagement objectives. In general, what level of community engagement is necessary to educate residents and stakeholders around these objectives and break down potential misconceptions around greater housing choice? Answer: Education will be key in this project. This will be a new concept for Oak Park as a whole and will need to be explained and demonstrated well, by using other communities as examples. The Consultant will need to provide the participants a good understanding of the positive and possible adverse impacts, perceived or real.
- Section V of the RFP discusses the role of either a project Steering Committee or the Plan Commission. How is the Village determining which entity will serve in this advisory role? This decision could have an impact on

the type and overall quantity of meetings. Answer: True, but we want the Consultant to weigh in on this decision. What do you recommend. The Village is open to either scenario.

- What is the Performance Measure Matrix identified in Section VI? Answer: This is relative to the Fee Structure. The fee breakdown should be based on the sections of anticipated project steps.
- The RFP doesn't make reference to it, but what level of bilingual or multilingual engagement materials and interpretation services does the Village expect for this initiative? Answer: The village would appreciate information provided for public communication to be bilingual / multilingual.

Part 4 – Acknowledgement

I acknowledge the receipt of this addendum for the referenced project by signing the acknowledgement and returning it with the proposal. This acknowledgement must be signed and included with proposal.

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| Addendum Number: | |
| Date: | |
| Name: | |
| Signature: | |
| Company: | |

End of Addendum