CITY OF HOBOKEN

ADDENDUM TO RFP DOCUMENTS

RFP – 26 – 16

Management Enhancement Review

This Addendum # 1 dated November 2, 2026, is issued to modify the above-mentioned RFP, and is hereby made part of the RFP documents. Please attach this Addendum #1 to the original documents in your possession and ensure same is included in your proposal. This addendum includes:

Q1. The RFP provides additional points for certified M/WBE, LGBT, veteran, or disabled-person-owned businesses under Executive Order No. 6. MM Strategy Group holds a current WBENC certification. Does WBENC qualify for the diversity preference, or is a New Jersey certification (for example, through the NJ Department of the Treasury) required? Also, can a certified subcontractor or team member earn the preference for a proposal team?

A1. WBENC certification is considered an acceptable WBE certification. A certified subcontractor is eligible for additional points as a M/WBE, LGBT, veteran, or disabled-person-owned business entity. Per the specifications, "Certified M/WBE, LGBT, veteran, or disabled-person-owned business entities are eligible for additional points" and " The respondent must provide evidence of a current qualifying certification."

Q2. The RFP notes that the City may procure each task independently depending on funding. Should pricing be submitted separately for each task, with a not-to-exceed fee per task, or also as a combined total?

A2. Pricing should be provided for each task. Per the specifications, "The cost proposal shall include a detailed, time-and-materials budget with a not-to-exceed fee for each task. It shall show anticipated hours or days; assigned personnel and billing rates, including support staff; subcontractors; reimbursable third-party expenses; and total estimated cost."

Q3. Has the City established a budget or anticipated range for the review?

A3. No, a budget has not been established for the services requested in this RFP.

Q4. The minimum qualifications call for at least one assigned individual to hold a current NJ professional certification (such as CMFO, QPA, CPWM, or RMC). Can that requirement be met by a subcontractor or team member, rather than by the prime respondent?

A4. A certified subcontractor is eligible to meet the requirement per the specifications that “At least one individual assigned to the engagement shall hold a current New Jersey CMFO, QPA, CPWM, RMC, CTC, or other professional certification from NJDCA.”

Q5. The evaluation criteria include personnel availability in close geographic proximity to Hoboken. Can this be achieved through a subcontractor?
A5. A certified subcontractor is eligible to meet the evaluation criterion per the specification of "Availability of the proposed personnel in close geographic proximity to Hoboken, subject-matter specialists, technical resources, and subcontractors necessary to complete the assignment."

This addendum is posted on the City of Hoboken website to ensure compliance. There are no other changes to the RFP documents as part of this addendum.

ATTEST: Date: November 2, 2026

Jennifer Mastropietro, QPA
Purchasing Agent

CITY OF HOBOKEN

ACKNOWLEDGMENT OF RECEIPT OF ADDENDA

RFP – 26 – 16

Management Enhancement Review

The undersigned Bidder hereby acknowledges receipt of the following Addenda:

Addendum Number	Date	Acknowledge Receipt(Initial)
Addendum # 1	**November 2, 2026**	_____
_____	_____	_____
_____	_____	_____

☐ **No addenda were received**:

Acknowledged for: _____
(Name of Bidder)

By:_____Date: _____
(Signature of Authorized Representative)

Name:_____Title/Position:

_____ (Print or Type)