



April 25, 2024

TO: Vendors on R.F.P. No. 24-021HRC
FROM: City of Dayton, Ohio
Department of City Manager’s Office and Director of Human Relations Council
SUBJECT: **Addendum No. 1 to above RFP**

New Due Date: May 2, 2024 @ 2:00PM(Dayton OH local time) and additional new language to scope of work see in red on page 2 of this addendum

The City of Dayton has received questions relating to our Request for Proposal (“R.F.P.”) No. 24-021HRC. Please consider this document in preparation of your bid response.

To ensure the integrity of the proposal process, a signed copy of this addendum notice should be included with any bid offered to the City of Dayton as a result of RFP No. 24-021HRC.

(Print Name)

(Date)

(Signature)

(Company Name)

Sincerely,

Nicole Fox

Nicole Fox



CITY OF DAYTON
Request For Proposals(RFP) NO.24-021HRC
Human Rights Assessment of City of Dayton Process
April 2024

Edit for p. 6, para 3

The organizational assessment of a process may include City infrastructure, staffing, services, protections, and practices associated with human rights principles. **The assessment will be conducted in accordance with a human rights-based approach, which requires engaging community members by way of participatory research methods of data collection. Such an approach is committed to the principles of nondiscrimination, transparency, participation and accountability.** After completion of said assessment, the selected vendor will present their process assessment to the City Manager and Director of HRC. The selected vendor is responsible for drafting an HAS report and the HRC Director is responsible in presenting said report to the Commission. While this report will be drafted by the selected vendor it will be informed by City of Dayton Departments, community partners and the human rights practices of other cities. Once the HAS report is complete and presented to the Commission, the Commission can direct staff on how to proceed. It is likely the City will develop plans, program, and or recommended activities. Implementation of any recommended actions will be the responsibility of the City and at the direction of Commission. The Dayton City Commission has committed to presenting the completed HAS report to the public as soon as it is complete, at the latest by January 31, 2025. This time frame is necessitated by the current process of onboarding a new HRC Director and the staff who will be undertaking the assessment.

Edit for p. 7, add between bullet point 5 & 6.

6. The proposer shall utilize a participatory research methodology involving members of the community in their assessment process to ensure inclusive and diverse engagement in knowledge production. The proposer may also utilize additional suitable methodologies.