

Addendum to Proposal for Hudson Ohio

As requested, I am providing the city of Hudson with an addendum to our original proposal, to include the cost of mailing postcards to homeowners that have been randomly selected to participate in data collection. Table 1 depicts the revised budget, with additional costs for sending postcards to homeowners.

Table 1: Revised Budget

Labor Costs	Estimated Hours	Cost
Work with City Officials	16	\$4,400
Develop Survey	4	\$1,100
Create Electronic Survey	4	\$1,100
Monitor Implementation	6	\$1,650
Clean and Analyze Data	8	\$2,200
Write Final Report	8	\$2,200
Total Hours	46	\$12,650
Additional Non-labor Costs		
	Host Online Survey	\$500
	Send initial postcards and two reminders (if necessary)	\$2,304
	Total Estimated Cost	\$15,454

Total Estimated Cost is \$15,454; Not-to-Exceed \$17,000

Our firm can satisfy the requirements of the proposal and based on our conversation with the City on 1-11-21. Specifically, RAC agrees to:

- Meet with City Council as needed to complete the project
- Create a draft of survey questions based on that meeting that will be most beneficial to the needs of the city
- Conduct a pilot test of the survey
- Finalize the survey based on feedback from the pilot study
- Create and host an online survey with the finalized survey questions
- Mail postcards to homeowners from all four Wards, requesting they complete the survey
- Send out reminder postcards, if necessary
- Geocode the data collected to ensure there is only one response per residential address
- Analyze the data overall and by Ward
- Draft the final report on the findings from the various Wards no later than June 30, 2021
- Present the findings to interested parties, as per the city's request.