



**REQUEST FOR PROPOSALS (RFP)
GREATER MIAMI SPORTS COMMISSION, INC.
(HOST COMMITTEE)**

FEDERAL GRANTS MANAGEMENT CONSULTANT

ADDENDUM 1

March 19, 2026

The RFP date of issue is March 12, 2026.

Attachment: FIFA World Cup Grant Program approval letter dated March 18, 2026.

Please see below in response to questions submitted regarding this RFP.

1. Please confirm whether experience supporting state or county entities that directly interface with FIFA World Cup 2026 Host Cities will be considered responsive to this requirement.

No. This criteria is intended to evaluate whether the proposer has experience with FIFA World Cup 2026 Host Committees.

However, you may include experience supporting state or county entities that directly interface with FIFA World Cup 2026 Host Cities in relation to the evaluation criteria: Qualifications of key management staff.

2. Given the delay in the release of the grant, many other host committees are in the same position as Miami-Dade and have not yet awarded contracts for grant management support. Can you please clarify whether the required experience and qualifications for FEMA grant management services related to the FIFA World Cup 2026 Host Cities are limited specifically to FIFA World Cup–related activities, or if they extend to all FEMA-administered grant programs? Please note, having this additional grant management experience can be of value to MHC. For example, experience with uniform guidance requirements (such as 2 CFR 200) will be needed to explain exigency circumstances such as sole sourcing that MHC may need to implement given the short period of performance.

This criteria is intended to evaluate whether the proposer has experience with FIFA World Cup 2026 Host Committees.

However, you may include experience supporting state or county entities that directly interface with FIFA World Cup 2026 Host Cities in relation to the evaluation criteria: Qualifications of key management staff.

3. Can you provide information regarding the anticipated number of subawards that MHC expects to issue and administer?

At this point in time, we are anticipating at least 17 subrecipients. However, this is evolving and is subject to change.

In addition, the Host Committee has two vendors that were not procured following Federal procurement guidelines, one of which was procured significantly before the grant was announced and a second that the Host Committee believes qualifies as a sole source.

Procurement of additional vendors will be needed to satisfy some of the security requirements.

4. Can you provide additional detail regarding the preferred structure and format of the price proposal? Given the unknowns in the level of effort needed to provide the support outlined in the RFP, will an hourly rate schedule suffice?

Please provide maximum hourly rates for each of the following job titles and well as an estimated number of hours and total price.

- Principal Consultant
- Senior Consultant
- Consultant
- Junior Consultant
- Project Analyst
- Program and Administrative Support
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Please refer to the attachment “Job Titles and Duties” for the minimum duties of each of these personnel.

5. If additional details are required for the price proposal, will MHC please provide an estimated number of hours or full-time equivalents (FTEs) that should be used to provide a price estimate. By providing this information for all vendors to use, MHC can better evaluate the prices of the proposers.

The Host Committee is seeking estimates of cost based on experience of the proposer. Please see the answer

6. The media liability insurance coverage listed appears atypical for FEMA-related grant management services. Will you please remove this requirement as it is not aligned to this opportunity? Please note that this requirement may limit the ability for proposers to submit a proposal.

The insurance coverage requirements are provided by FIFA for all third party contracts. However, we recognize that the contract does not contain any media scope and therefore we are willing to remove this requirement subject to the following:

The Successful Proposer is not authorized to create, publish, distribute, or otherwise produce any media content on behalf of the Client, including but not limited to videos, photographs, recordings, livestreams, digital content, social media posts, promotional materials or branded content.

The Successful Proposer shall not conduct, participate in, or provide any media interviews, public statements, press commentary, or public-facing communications in which the Client, its partners, clients, events, or programs are referenced, without the prior written consent of the Client.

The Successful Proposer shall not represent itself as a spokesperson or authorized representative of the Client for media or publicity purposes.

7. What is the expected contract period of performance?

The Federal grant Period of Performance = July 4, 2025 – August 31, 2026.

The term of the contract is expected to be through October 31, 2026, which may be extended as needed.

8. Will the Host Committee accept Miami-Dade County as a reference?

Yes.

9. Does the page limit include the cover and table of contents?

No.

10. Have costs been actively incurred by local subrecipients? If so, approximately how much of the total award?

Some costs have been incurred, primarily in planning, training and exercises. These are estimated at less than 5 percent of the total award.

The Host Committee has incurred costs related to staffing, insurance, and deposits for security-related contracts.

11. Does the 15-page proposal limit include licenses and authorizations to conduct business in Florida?

Yes.

Job Titles and Duties

Principal Consultant: A minimum of ten (10) years' experience in duties associated with Management Consulting Services is required for Principal Consultant positions. Duties of this position may include, but are not limited to:

- Providing executive-level consultation services to the Customer.
- Providing senior-level interface with the Customer and managing daily operations.
- Ensuring the timely performance and completion of all obligations under the Customer Order.
- Organizing and directing the overall performance of the Customer Order.
- Possessing the authority to make binding decisions on behalf of the Contractor.
- Formulating organizational strategy and directing major strategic initiatives.
- Ensuring that goals and objectives are accomplished within budgetary parameters.
- Developing and maintaining Customer relationships.
- Assisting on large, complex, or multi-discipline engagements.
- Allocating financial and human resources and material assets.
- Formulating and enforcing work standards.
- Participating in the design phase of tasks and ensuring their successful execution.

Senior Consultant: A minimum of eight (8) years' experience in duties associated with Management Consulting Services is required for Senior Consultant positions. The functional responsibilities of this position may include, but are not limited to:

- Managing the day-to-day operations.
- Ensuring the quality and timely completion of projects or services.
- Providing technical and subject matter expertise in accordance with the Customer SOW.
- Participating as a senior team member providing high-level consulting services.
- Planning, organizing, and executing tasks in successful delivery of projects or services.
- Developing and defining strategic visions.
- Planning, directing, controlling, scheduling, coordinating, and organizing management of tasks.
- Providing Customer interface in accordance with the Customer SOW.
- Possessing authority and responsibility for the execution of Customer SOWs.
- Planning, organizing, and overseeing all subordinate work efforts.
- Ensuring quality standards and work performance in accordance with the Customer SOW.
- Organizing, directing, and managing support services.

Consultant: A minimum of five (5) years' experience in duties associated with Management Consulting Services is required for Consultant positions. The functional responsibilities of this position may include, but are not limited to:

- Applying administrative, consultative, and technical expertise in accordance with the Customer SOW.
- Planning, organizing, executing, and controlling project tasks in successful

- delivery of projects or services.
- Interfacing with the Customer on a day-to-day basis to ensure timely delivery of projects or services.
- Applying a broad set of management skills and technical expertise as a project leader.
- Providing solutions through analysis.
- Directing subordinates in the completion of task orders.
- Organizing, directing, and managing support services.
- Assigning tasks and overseeing projects or other services in accordance with the Customer SOW.
- Directing activities in accordance with the Customer SOW.
- Training Customer personnel through formal classroom courses, workshops, or seminars.

Junior Consultant: A minimum of three (3) years' experience in duties associated with Management Consulting Services is required for Junior Consultant positions. The functional responsibilities of this position may include, but are not limited to:

- Applying a broad set of subject matter and technical expertise.
- Directing projects or services within the estimated timeframes and budget constraints in accordance with the Customer SOW.
- Organizing, directing, and managing support services.
- Serving as a member of a team performing mid-level assignments.
- Providing solutions through analysis.
- Conducting Customer training through formal classroom courses, workshops, and seminars.

Project Analyst: A minimum of six (6) months' experience in duties associated with Management Consulting Services is required for Project Analyst positions. The functional responsibilities of this position may include, but are not limited to:

- Providing project support services to implementation teams and senior staff.
- Conducting project-related research.
- Compiling and tracking analysis of project data.
- Assisting in the analysis of solution requirements.
- Developing project documentation.
- Independently planning and executing project tasks and activities in accordance with the Customer SOW.

Program and Administrative Support: The functional responsibilities of this position may include, but are not limited to:

- Coordinating and providing administrative support services to Contractor staff and Customer.
- Supporting the provision of services or production of project deliverables and performing administrative functions required to complete tasks.
- Providing graphics and editorial support services and desktop publishing services.
- Maintaining version control of project documents.
- Providing direct support to consulting and project analyst staff, including supporting the development of all deliverables.