



ADDENDUM NUMBER ONE

June 15, 2016

RFP #16-911-25; ON CALL ARCHITECTURAL AND ENGINEERING SERVICES FOR THE REVITALIZATION AND MODERNIZATION OF HANO PROPERTIES

THIS ADDENDUM IS BEING ISSUED TO INCORPORATE THE FOLLOWING IN THE REFERENCED REQUEST FOR PROPOSALS.

ITEM #1 PROPOSAL SUBMISSION DATE

DELETE: Friday, June 17, 2016 @ 2:00 P.M. CST

INSERT: Friday, June 24, 2016 @ 2:00 P.M. CST

ITEM #2 EXTENSION OF QUESTIONS SUBMISSION DEADLINE

DELETE: Requests for interpretation must be made, in writing, at least seven (7) days before the submission due date and time...

INSERT: Requests for interpretation must be made, in writing, at least three (3) days before the submission due date and time...

ITEM #3 QUESTIONS ASKED DURING THE PRE-PROPOSAL CONFERENCE AND WRITTEN QUESTIONS RECEIVED.

Q1: Page 3 of the RFQ contains an Index of Documents listing various documents required to be submitted with our proposal. Can you clarify where these required forms (listed in the Index on Page 3) are to be included within the outline shown on Page 13, in Part IV – Submission Requirements?

A1: Refer to Item #4 of this addendum.

Q2: Does the Section 3 Employment, Training and Contracting Plan requirement apply only to the construction phase of the project (and not the design phase)?

A2: No. HANO's Employment, Training and Contracting Policy (ETCP), which includes Section 3 hiring, training, and contracting as well as DBE and WBE contracting, applies to all phases of the task order, including the design phase. Refer to the ETCP contained in the RFQ.

Q3: Do you have the Hire NOLA provision in force here?

- A3: No. The ETCP requires HANO Section 3 residents receive first priority in the hiring process. Refer to the ETCP contained in the RFQ.
- A4: Are we to include the professional licenses of our consultants in the package?**
- A4: No.
- Q5: Do our consultants have to provide their list of core employees, or should only the respondent provide this information?**
- A5: No. Only respondents must submit a List of Core Employees.
- Q6: When does the threshold for the Section 3 Employment, Training, and Contracting policy kick in?**
- A6: The requirements to comply with the ETCP, which includes Section 3 hiring, training, and contracting, and DBE and WBE contracting, , apply when the aggregate of all task orders and/or one task order issued to a firm meets or exceeds \$100,000.00.
- Q7: Is \$100,000 the threshold for each Task Order?**
- A7: Refer to A6 of this addendum.
- Q8: When is this contract going to be awarded?**
- A8: It is our intent to request approval to award a contract(s) the HANO Board of Commissioners at the July Board Meeting.
- Q9: What bearing does this contract have on the previous on-call contracts?**
- A9: The previous On Call A/E Contracts are not related to this procurement.
- Q10: Will this contract be issued before the previous contract expires?**
- A10: Refer to A8 of this addendum.
- Q11: Did you talk about potential work that may be upcoming?**
- A11: HANO has approximately 230 vacant scattered site properties to be developed. Additionally, HANO continues to manage multiple properties that may require continued upgrades.
- Q12: Are you going to formally issue an addendum for time extension?**
- A12: Refer to Item #1 of this addendum.
- Q13: Was this pre-proposal meeting mandatory?**
- A13: No.

ITEM #4 PART IV- SUBMISSION REQUIREMENTS

INSERT: 5. Required Certifications

The following documents, which are contained in **Appendix B**, must be included in the proposal and must be properly executed and/or notarized:

- Contractor's Summary
- HUD Form 5369C Certifications, Representations of Offerors – Non Construction Contract
- Non-Collusive Affidavit
- Certification of Contractor Non-Exclusion
- Acknowledgement of Addenda
- Employment, Training, and Contracting Policy
 - Section 3 Employment Action Plan
 - Section 3 Training Action Plan
 - Contracting Action Plan for Section 3/DBE/WBE
 - List of Core Employees
 - Statement of Understanding

ITEM #5 PRE-PROPOSAL CONFERENCE SIGN-IN SHEET

Pre-Proposal Conference Sign-In Sheet, as attached.

Proposals must be received by the Housing Authority of New Orleans (HANO) in the Office of Procurement and Contracts by 2:00 p.m. CST on Friday, June 24, 2016. All terms and conditions shall remain as stated in the original Request for Qualifications. All addenda must be acknowledged.

END OF ADDENDUM NUMBER ONE



HOUSING AUTHORITY OF NEW ORLEANS
 PRE-SUBMISSION CONFERENCE
 FOR
 ON CALL ARCHITECTURAL AND ENGINEERING SERVICES FOR THE
 REVITALIZATION AND MODERNIZATION OF HANO PROPERTIES

Thursday, June 9, 2016
 10:00 A.M.

SIGN-IN SHEET

NAME/REPRESENTATIVE	COMPANY NAME	PHONE	EMAIL	DBE/WBE CERTIFIED	
				Yes	No
Jeff Deason	✓ MANNING ARCHITECTS	504-412-2000	JDEASON@MANNINGARCHITECTS.COM	✓	
HARVEY BURNS	✓ JAHNCKE & BURNS ARCHT.	877-6271 504- 412 524-865-0500	harvey@jahnckeburns.com		✓
Michael Niddodis	NY Associates, Inc.		mniddodis@ny-associates.com		✓
Tucker Connors	✓ ALBERT ARCHITECTURE	624-827-0056	tconnors@albert-architecture.com		✓
James Green	✓ Jubin Engineering	504-915-0448	jgreen@jubin-engineering.com	✓	
Steve Rome	✓ Verges Rome Architects	504-486-7739	steve@vergesrome.com		✓
Eileen Doolley	✓ Verges Rome Architects	504-488-7739	eileen@vergesrome.com		✓



HOUSING AUTHORITY OF NEW ORLEANS
 PRE-BID CONFERENCE
 FOR
 REPLACEMENT OF ROOFTOP UNITS
 AT GUSTE HIGH RISE

Tuesday, June 28, 2016
 10:00 A.M.

SIGN-IN SHEET

NAME/REPRESENTATIVE	COMPANY NAME	PHONE	EMAIL	DBE/WBE CERTIFIED	
				Yes	No
MARC ROBERT	Design Office	504 309 1410 504 432 4136	MR@design-office.us ideas@design-office.us	✓	
BETTY SCARANO	Sciarano Martinez Architects	504-896-2000	barmescaironmartinez.com		✓
Benjamin Selin	Weir Environmental LLC	985 647 0142	Bselin@weirenv.com	✓	
UJJAL DASGUPTA	ECM Consultants, Inc	504.231.7605	ujjal@ecmconsultants.com		✓
Amy Hage	ecm consultants, inc.	504-896-4020	ahage@ecmconsultants.com		✓
Mary Alexander	Perez, APC	504 584 5100	malexander@e-pure.com	✓	