



ADDENDUM NUMBER ONE

December 21, 2016

**RFP #16-914-58
RENT REASONABLENESS MARKET STUDY AND SOFTWARE**

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

Item #1 WRITTEN QUESTIONS RECEIVED

Q 1: Page 3, Part 1 of the Employment, Training and Contracting policy, Introduction and Summary states, "These requirements apply to all prime and subcontractors where the value of the contract with HANO is \$100,000 or greater".

If a contractor is not a Section 3 Business concern and has no need to subcontract any portion of its services, will the Section 3 Business Concern/DBE/WBE apply?

A1: The Section 3 subcontracting policy applies when subcontracting takes place.

Q2: If the contractor's cost proposal is less than \$100,000, will the Section 3 Business Concern/DBE/WBE apply?

A2: No.

Q3: If the contractor cannot meet the requirements, should they document their inability to do so and contribute 1% of the total contract amount to HANO's Section 3 Training Fund?

Q3: Yes, if subcontracting takes place and the contractor is unable to meet the subcontracting requirements, they are required to document their inability and contribute 1% of the total contract amount to HANO's Section 3 Training Fund.

Proposals must be received by the Housing Authority of New Orleans (HANO) in the Office of Procurement and Contracts by 2:00 p.m., local time on Wednesday, January 4, 2016. All terms and conditions shall remain as stated in the original Request for Proposal. All addenda must be acknowledged.

END OF ADDENDUM NUMBER ONE