



ADDENDUM NUMBER ONE

July 2, 2020

RFQ #20-910-18; ON-CALL ARCHITECTURAL AND ENGINEERING SERVICES FOR MODERNIZATION OF VARIOUS PORTIONS OF HANO PROPERTIES

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

ITEM #1 INDEX OF SUBMITTAL DOCUMENTS

Q1: There seems to be a missing form that is listed in the INDEX OF SUBMITTAL DOCUMENTS (page 4) of the RFQ:

HUD FORM 5369C- CERTIFICATIONS, REPRESENTATIONS AND OTHER STATEMENTS OF OFFERORS- NONCONSTRUCTION

DELETE: Remove the "INDEX OF SUBMITTAL DOCUMENTS", from the RFQu package.

INSERT: Insert the "INDEX OF SUBMITTAL DOCUMENTS – REVISED", in the RFQu package as attached.

"HUD FORM 5369C- CERTIFICATIONS, REPRESENTATIONS AND OTHER STATEMENTS OF OFFERORS- NONCONSTRUCTION" is not a required submittal.

Q2: Please clarify that the documents listed on the INDEX OF SUBMITTAL DOCUMENTS page are the only ones required to be a part of the submission?

A2: The Index of Documents contains a listing of all required submittal items.

ITEM #2 WRITTEN QUESTIONS RECEIVED

Q1: Should the A/E firm include resumes and experience for addressing environmental issues (asbestos/Lead/Mold/hazardous materials)?

A1: Resumes of environmental professionals and their experience in addressing environmental issues are not requirements within the scope of services, or the scoring criteria. However, Architectural and Engineering firms may include information regarding environmental consultants in their qualification submittals.

Q2: Is there an online pre-bid of any sort that we may be able to access in order to see more interested parties?

A2: There will not be a pre-bid meeting of any kind for this project.

Q3: I see that the RFQ is for a single A/E firm. Could I partner with an engineering company to provide the services requested?

A3: A/E firms are permitted to partner with any company they may choose that will benefit the project.

Qualification submittals 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 Friday, July 17, 2020. All terms and conditions shall remain as stated in the original Request for Qualifications. All addenda must be acknowledged.

END OF ADDENDUM NUMBER ONE

**REQUEST FOR QUALIFICATIONS
ON-CALL ARCHITECTURAL AND ENGINEERING SERVICES
FOR
MODERNIZATION OF VARIOUS PORTIONS OF HANO PROPERTIES
RFQ #20-910-18**

INDEX OF SUBMITTAL DOCUMENTS - REVISED

The Index of Submittal Documents is provided to assist in completing a responsive submittal. The Index of Documents contains a listing of all required submittal items.

Please review this table, and submit with your qualification submittals, all documents that are checked as a "Required Submittal". Documents that are checked "Signature Required" must be properly executed. Documents that are checked "Notary/Corporate Seal Required" must be notarized and/or have a corporate seal affixed.

INDEX OF SUBMITTAL DOCUMENTS			
DOCUMENT	REQUIRED SUBMITTAL	SIGNATURE REQUIRED	NOTARY/CORPORATE SEAL REQUIRED
CONTRACTOR'S SUMMARY	√	√	√
FORM HUD-5369-C – CERTIFICATIONS AND REPRESENTATIONS OF OFFERORS NON-CONSTRUCTION CONTRACT	√	√	
NON-COLLUSIVE AFFIDAVIT	√	√	√
CERTIFICATION OF CONTRACTOR NON-EXCLUSION	√	√	
ACKNOWLEDGEMENT OF ADDENDA (IF REQUIRED)	√	√	
EMPLOYEE VERIFICATION AFFIDAVIT	√	√	√
SECTION 3 EMPLOYMENT ACTION PLAN	√	√	
SECTION 3 TRAINING ACTION PLAN	√	√	
CONTRACTING PLAN FOR SECTION 3/DBE/WBE	√	√	
STATEMENT OF UNDERSTANDING	√	√	
WRITTEN QUALIFICATION SUBMITTAL (IN ACCORDANCE WITH PART IV – SUBMISSION REQUIREMENTS)	√		
SCHEDULE OF HOURLY RATES (SUBMIT IN A SEPARATE SEALED ENVELOPE)	√	√	

NOTE: ALL REQUIRED SUBMITTAL DOCUMENTS MUST BE SUBMITTED WITH THE SUBMITTAL OF QUALIFICATIONS PACKAGE.