



ADDENDUM NUMBER ONE

July 10, 2024

RFQ #24-911-30

ON-CALL ARCHITECTURAL AND ENGINEERING SERVICES FOR AGENCY-WIDE HOUSING COMMUNITIES AND SCATTERED SITES

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

Pre-Submittal Questions:

Note : Page numbers included are self-counted using cover page as Page 1

Q 1. Page 2, Table of contents, Table No.1, **Section 3.2** -Entry of Proposed Fees. Section 3.2 is not included in RFQ information. See page 11. **Will there be any Form provided** for including hourly rates for various classifications as was done previously?

As per Louisiana RS 38:2318.1, we cannot ask for pricing in A/E Request for Qualifications.

Q 2. Page 2, Table of contents, Table No.1, Section 3.3 -Additional Information pertaining to the preceding listed pricing items. Section 3.3 is not included in RFQ information. See page 11. Will this Section be provided by Addendum?

As per Louisiana RS 38:2318.1, we cannot ask for pricing in A/E Request for Qualifications.

Q 3. Page 2, Table of contents, Table No.1, Section 3.4-Submission Responsibilities. In RFQ information page 11, Section 3.4 is Titled as Proposal Submittal. Which one is correct?

Please follow the directions in the Sections

Q 3. Page 3, Table 2, Question Submittal Deadline shown as Monday, November 13, 2023, at 10:00 AM CT. This seems to be a typo. Please provide correct Date.

The question deadline is Friday, July 12th by 5:00pm.

Q 4. Page 3, Table 2, How to respond, item 2, states “... electronic submittal of one technical and one cost proposal...”. No Cost Proposal Form is included in the package. Will you include a cost proposal Form in the Addendum?

As per Louisiana RS 38:2318.1, we cannot ask for pricing in A/E Request for Qualifications.

Q 5. Page 6, Table 3, Section 3.1.4.2 include some requirements for Section 4.1, however, Page 16, Table 6, Factor 2- Background and relevant Experience include more items to address. We are assuming we should follow the items listed in this table 6 in page 16 NOT Table 3 in page 6. Please confirm.

That is correct.

Q 6. Page 7, Section 3.1.4.3 item 2- “As detailed within 4.1 Evaluation Factor No. 3, herein, the proposer’s Methodology. Whereas page 18 of Evaluation Criteria 3 states Proposer’s Staffing and Qualifications. Which one should we follow?

We should follow Staffing and Qualifications:

Q 7. Page 7-10. Sections 3.1.4.3-9 requirements for Items 2-8 relevant to Evaluation Factor 3 are not same as Evaluation Factor 3 requirements in pages 18-19. Which one should we follow?

Please follow 18-19.

Q 8. Page 18, after section 3.1.7, Tab 7, It is Section 3.1.8 and Tab 9. Is Tab 8 not used? However, Page 31- Form of Proposal (Attachment A), Tab 8 is Subcontractor/Joint Venture information. Which one is correct?

3.1.8, Tab is incorrect. Procurement needs to respond.

Q 9. Page 26, Appendix A, Scope of services, line 5-6 states “The A/E services.....targeted to small construction projects estimated to be less than \$250,000....” . Whereas, Pre-Proposal conference Notice states” RFQ 24-911-30 HANO wide Architectural and Engineering services under \$250 K”. Please clarify if this RFQ is for projects for construction cost less than \$250K or A/E fees less than \$250K

The Actual Construction Project under \$250,000.00 and Not A/E Fees.

End of Questions

Proposals must be received by the Housing Authority of New Orleans (HANO) in the Office of Procurement and Contracts by 4:00 p.m. CST on Wednesday, July 17, 2024. All terms and conditions shall remain as stated in the original Request for Qualifications. All addenda must be acknowledged.

END OF ADDENDUM NUMBER ONE