



Addendum

Addendum No. 2

Issued: February 7, 2014

**NEW MARKETS TAX CREDIT AUDIT AND COMPLIANCE
FINANCIAL SERVICES
DCHE 2014-1**

All respondents shall acknowledge receipt of this addendum, sign below and return it with your bid. **Failure to acknowledge receipt of this addendum may be cause for rejection of your bid.** Respondents are informed that the above named solicitation is modified as follows:

The DC Housing Enterprises submits its responses to all questions received related to the subject solicitation. Please reference Attachment A.

**All Other Terms and Conditions Remain Unchanged
End of Addendum No. 2**

Cheryl Moore

Cheryl Moore
Interim Contracting Officer

Acknowledgement of Receipt:

Respondent: _____

Name: _____ Title: _____

Question No. 1 - On page 6, it states that all questions are due by January 31, 2014, but it also states that the proposal itself is due on January 31, 2014. Please confirm that these dates are correct.

Response No. 1 - Pages 5 and 6 – C.2 Submission of Proposal/Inquires

Addendum No. 1 was issued on January 14, 2014 which addressed the inquiry deadline date and time. (Please see the attached Addendum No. 1) The question submission date was January 31, 2014 and the solicitation closing date February 14, 2014 by 11:00 a.m.

Question No. 2 - On page 7-8, it asks that we list our experience in hiring residents or utilizing M/WBE/CBEs and to what extent they are included on our team. It also asks that we describe our M/WBE/CBE partners and % share in profit. While we have partners of the firm that may meet these definitions, we don't use sub-contractors for our work. Will this significantly affect our chances of being awarded this contract?

Response No. 2 - Page 7 - C.5.5 Experience with M/WBE and HUD Section 3 and Page 8 – C.5.6 Minority/Women/Certified Business Enterprise (M/WBE/CBE) Equity Plan

We are interested in your experience with hiring low income clients as it relates to the Section 3 requirements of this solicitation, but there are other ways to meet the mandatory Section 3 requirements. Included in the solicitation are examples of ways the Section 3 requirements can be met that are reflected in the evaluation scale. With regard to your utilization of M/WBE/CBE's, our proposal submission is based on your overall response to the solicitation and that will determine your outcome. While we encourage the use of M/WBE/CBE's, only the evaluation process can determine contract award according to the scoring factors.

Questions No. 3 - On page 8, it asks that we provide a list of at least 5 past or current projects similar to the project outlined in the solicitation. It also asks that we provide the location of the project. The "projects" we want to list are simply references to clients to which we provide similar services, not necessarily individual "projects." There is also more than one location within each "project" in some instances. Please let us know if these will satisfy the requirements as listed.

Response No. 3 - Page 8 – C.5.7 References

Yes the list of references to clients for whom you have provided similar services is a satisfactory response. Make sure to provide complete contact information as well.



Addendum

Addendum No. 1

Issued: January 14, 2014

**NEW MARKETS TAX CREDIT AUDIT AND COMPLIANCE
FINANCIAL SERVICES
DCHE 2014-1**

All respondents shall acknowledge receipt of this addendum, sign below and return it with your bid. **Failure to acknowledge receipt of this addendum may be cause for rejection of your bid.** Respondents are informed that the above named solicitation is modified as follows:

Pages 5 and 6 – C.2 – Submissions of Approvals/Inquiries, Inquiry deadline date and time will change from **12:00 noon, Friday, January 31, 2013** to read **12:00 noon, Friday, January 31, 2014.**

Page 6 – C.3 Submission Date – Submission date deadline will change from **11:00 a.m. on Friday, January 31, 2013** to read **11:00 a.m. on Friday, February 14, 2014.**

**All Other Terms and Conditions Remain Unchanged
End of Addendum No. 1**

A handwritten signature in blue ink that reads "Cheryl Moore".

Cheryl Moore
Interim Contracting Officer

Acknowledgement of Receipt:

Respondent: _____

Name: _____ Title: _____