



Addendum

Addendum No. 1

Issued: September 4, 2015

Letter of Solicitation No. : 0036-2015

Jobs Plus Pilot Program Grant Application Development and Submission Services

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:

- I. The District of Columbia Housing Authority has received questions in response to the subject solicitation and is outlined in **“Exhibit A Questions/Concerns”** of this addendum.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED

End of Addendum No. 1

Cheryl Moore
Interim Contracting Officer

Acknowledgement of Receipt:

Respondent: _____

Name: _____ Title: _____

**Jobs Plus Pilot Program Grant Application Development and Submission Services
0036-2015**

Questions/Concerns

QUESTION 1: Would this contract cover one year?

DCHA RESPONSE: The contract would be for 1 year.

QUESTION 2: Should our scope of work only cover this one grant application, or should we include a broader scope that will allow for contracting opportunities over the next 12 months?

DCHA RESPONSE: Scope should be broader to cover other potential opportunities that they or ORS would identify.

QUESTION 3: What is the review period for the RFP response? By what date will you select the firm that will prepare the JPP application?

DCHA RESPONSE: A response should be received by 9/11 or no later than 9/14.

QUESTION 4: Should our budget reflect a scope for one grant application or for contracts over a year period?

DCHA RESPONSE: Budget should reflect the one year period. I would like to know the cost for this application and then the cost for other activity during the year.

QUESTION 5: I have \$1 million occurrence and \$2 million aggregate for general liability and \$1 million occurrence and \$1 million for aggregate for Errors and Omissions. I assume this will be enough coverage since we are currently not providing direct services--only proposal development and submission services at this point.

DCHA RESPONSE: Yes, \$1 million occurrence and \$2 million aggregate general liability is suitable for these services.