



District of Columbia Housing Authority

1133 North Capitol Street, NE Washington, DC 20002-7599

202-535-1000

Adrienne Todman, Executive Director

Addendum

Addendum No. 1

Issued: August 10, 2016

APPRAISAL SERVICES 0035-2016

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

The District of Columbia Housing Authority 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. 1**

Cheryl Moore
Contracting Officer

Acknowledgement of Receipt:

Respondent: _____

Name: _____ Title: _____

Question 1: Section 3. As mentioned below, a waiver to Section 3 requirements would be needed in order for us to provide a proposal services. As such, we will not be executing the Section 3 Contractor Compliance Agreement

Answer 1: Section 3 is a requirement to all of our projects utilizing federal funds and evaluation scores are granted during the evaluation stage of our process based on your Section 3 submittal. There are several ways in which to meet the Section 3 requirement and they can be explored by contacting our Section 3 Compliance Specialist, Hanna Koerner at 202-535-1517.

Question 2: Regarding Minimum insurance. Under additional coverage:

- a. We cannot agree to carry more than \$4 million in Umbrella or Excess Liability.
- b. We require a waiver to Employment Practices Liability.
- c. We require a waiver to Employee Dishonesty Liability.

Answer 2: Insurance Limits are determined by the nature of the service and manner of solicitation. Insurance requirements are included within the solicitation as a point of reference for Prospective Respondents for consideration and advisement with responding to the solicitation. Waivers will not be provided, as the limits stated within the solicitation are the minimum insurance requirements required prior to contract award.

Question 3: As part of our review process we would like to request a copy of a sample DCHA contract - we would include any questions/comments about the contract with any other questions we may have about the solicitation before the Wed, August 10th inquiry deadline.

Answer 3: The District of Columbia Housing Authority does not have a sample contract that is issued upon request. It is not the practice of the DC Housing Authority to issue a contract unless a company is actually awarded a contract through our solicitation process.