



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: May 23, 2017

ACCOUNTING TECHNICAL ASSISTANCE SERVICES 0028-2017

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 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: Does one need 10 years of experience specifically working with Moving-to-Work accounting with housing authorities?

Answer 1: Yes.

Question 2: Can someone have 10 years' experience with government accounting and be knowledgeable about accounting for the Moving to Work program?

Answer 2: No. DCHA is looking for qualified firms that have specific Moving To Work program experience.

Question 3: For section C.5 #9, are all the requested attachments part of the 30 page maximum?

Answer 3: No. Some attachments are for informational purposes and others require completion to return with your proposal submission, however those documents are not part of the 30 page limitation.

Question 4: Is there a page limit for the price proposal?

Answer 4: Your price proposal should be submitted on the form provided as Exhibit 1 – Price Proposal Form on Page 29.

Question 5: Do respondents need to open bank accounts with the banks listed in the solicitation?

Answer 5: No.

Question 6: Will respondents be required to include DCHA/Sec. 3 participants in the hiring plan?

Answer 6: As a federally funded government agency, any awardee must meet the Section 3 requirement with one or more of the options listed on Page 24 – E.3 - Evaluation Factors and Selection Criteria – No 6. - Section 3 Experience & Plan. For further clarity on how to meet this requirement, you may contact Ms. Hanna Koerner, Data Management and Section 3 Compliance Specialist at hkoerner@dchousing.org or at 202-535-1517.

Question 7: **If a respondent is already a Sec. 3 business, do you need to submit a hiring plan?**

Answer 7: **Yes.**