



District of Columbia Housing Authority

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

202-535-1000

Tyrone Garrett, Executive Director

Addendum

Addendum No. 1

Issued: December 1, 2017

Board of Commissioner Dashboard for Business Intelligence Analytical Management Software DCHA LOS 0005-2018

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 Request for Quote is modified as follows:

The District of Columbia Housing Authority hereby issues this addendum to **REVISE** the Proposal Submission Due Date and provide responses to the questions submitted in reference to the solicitation as referenced in Attachment A.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED
End of Addendum No. 1

Cheryl Moore
Contracting Officer

Acknowledgement of Receipt:

Respondent: _____

Name: _____ Title: _____

**DCHA LOS 0005-2018 Board of Commissioners Dashboard Business Intelligence Analytical Software
Addendum No. 1 Attachment A
Questions & Responses**

I. PROPOSAL SUBMISSION

Respond as outlined and submit ONE (1) original and FOUR (4) copies of the Proposal, typed and prepared on standard 8.5 x 11 letter size paper with material printed on one side only. Coil, Comb or Spiral Binding shall not be used. All Proposals in response to this Letter of Solicitation **must be RECEIVED no later than Monday, December 11, 2017 by 11:00 a.m. EST at the email and address listed below.**

II. QUESTIONS AND RESPONSES

No.	Question/Inquiry	Response
1.	Is the Board of Commissioner Dashboard & Business Intelligence Analytical Management Software connected?	No; there are not any plans to do so.
2.	How Many End Users will this initiative address? Can you break down the profiles? Consumer of Data, Analysts of Data, and Author of Reports?	There will be up to 25 users (two Admins within this number). The range of competency is from complete novice user to expert, with most users falling in the 'average' level. Most of the twenty-plus will be "Consumers of Data", the balance (2-3) will be Analysts and Authors.
3.	Will Mobile Access from a Smart Phone or Tablet, be of importance to the Key Stake Holders consuming the information?	Yes; the more devices that are compatible, the better the product.