



**Addendum 1**

**RFQ NO: 2021-1008**

**Qualified Architects and Architecture Firms**

Please note that this Addendum formally changes or answers questions relating to RFQ Number 2021-1008 Qualified Architects and Architecture Firms. All responding contractors must attest to receiving this Addendum by checking the appropriate box on Attachment G – Form of Proposal. The date of this Addendum is June 28, 2021.

1. The word “form” is deleted under Tab 8 – Subcontractor/Joint Venture Information under 2.0 Proposal Format. When submitting your response under this tab, simply provide a brief profile description of any anticipated subcontracting firms you may use. There is no standard form for this tab.
2. In Attachment H – HUD Form Packet, if your firm does not have any lobbying activities to disclose, the responding firm may mark this form “N/A” at the bottom and return it with the remaining required documents under this section.
3. Under Section 2.0 Proposal Format, under Tab 4 – Section 3 Business Preference it states “Within Tab 5, the proposer must complete and submit Attachment D, Section 3 forms.” This is a typo and it should read “Within **Tab 4**, the proposer must complete and submit Attachment D, Section 3 forms.”

Furthermore, Under Tab 4, the responding firms only need to complete and sign page 11 by either marking X or N/A.

4. Attachment A – Statement of Work, Attachment B – HUD Form 51915 Model Form of Agreement and Attachment C – HAC General Terms and Conditions and Form HUD-5370-CI and II are reference documents only and do not need to be returned with the formal response packages. Under Tab 2, the responding firms will use Attachment E – Contract Acceptance Form to acknowledge Attachments A, B and C.
5. Under Section 2.0 Proposal Format, extra tabs are not required for 6a, 6b and 6c. Divider pages would be sufficient as the response.
6. Please label Tab 6 as “Technical Proposal and Professional References”.
7. Under Section 2.0 Proposal Format, Tab 8 – Any proposed subcontracting firms should complete the HUD Packet of Forms and Section 3 Forms separately from the prime contractor. The prime contractor should submit a copy of the subcontractor’s licensing and insurance and a profile of the firm. The licensing requirement under Tab 5 only pertains to the prime contractor.