



**Board of Commissioners**

**Joseph P. Carlson**

Chairman

**Joseph M. Capone**

Vice-Chairman

**Jose Ramos**

Treasurer

**William J. Eddy**

Member

**Rané Bracey-Westbrook**

Member

**Alex Corrales**

Chief Executive Officer

## ADDENDUM NO. 1

To: All Prospective Proposers

From: Michelle Ngo, VP of Procurement

Date: June 23, 2022

Re: REQUEST FOR PROPOSALS # 22-10 HOUSING QUALITY STANDARDS (HQS) INSPECTIONS

---

This addendum forms a part of and modifies the Request for Proposals dated June 1, 2022 and consists of Item No. 1.

Where any items called for in the bid documents are supplemented here, the supplemental requirements shall be considered as added thereto. All other terms and conditions shall remain unchanged and in full effect.

**PLEASE NOTE:**

**FAILURE TO ACKNOWLEDGE RECEIPT OF ADDENDA ON THE TECHNICAL PROPOSAL COVER PAGE FORM MAY BE CAUSE FOR DISQUALIFICATION.**

**ITEM NO. 1: QUESTIONS/CLARIFICATIONS**

1. How many HQS inspections are projected per year and how many UPCS inspections projected per year?
  - A. This RFP is for HQS Inspections only. Annual est. 6700 (All types)
2. Are the units to be inspected public housing or HCV units?
  - A. HCV
3. Is the agency requesting annual or biennial inspections?
  - A. Annual
4. What is the projected number of inspections to be completed?
  - A. Est. 6700 (All-types)
5. What is the mileage of the inspection territory?
  - A. No statistics.
6. What software is the agency using?
  - A. Emphasys Elite
7. Does the agency have a fully deployed the inspections module?
  - A. No
8. Does the agency notice and schedule from within the software?
  - A. No