



## ADDENDUM NUMBER ONE

November 13, 2020

### **FEMA CONSULTANT SERVICES – FY 2021 RFP #21-905-07**

THIS ADDENDUM IS BEING ISSUED TO INCORPORATE THE FOLLOWING IN THE REFERENCED REQUEST FOR PROPOSALS.

#### **ITEM #1 WRITTEN QUESTIONS RECEIVED**

**Q1: Please clarify "The Consultant will provide the services at contracted hourly rates, in an amount not to exceed \$20,000 per year."**

**Does this mean \$20,000 per year for all staff to work on \$20M of projects to work on to completion?**

A1: Yes. HANO will assign work in accordance with its needs.

**Q2: How many estimated hours is HANO looking for on the rate sheet?**

A2: The consultant shall provide an estimated number of hours per week.

**Q3: Page 23 of the RFP PDF states "It is the intent of HANO to execute a Requirements Type contract with a consulting firm to provide the services as outlined in this RFP. The Consultant will provide the services at contracted hourly rates, in an amount not to exceed \$20,000 per year..."**

**Are we interpreting correctly that this contract is capped at \$20K per year for the scope described in the RFP?**

A3: Yes. Refer to the SUPPLEMENTAL CONDITIONS, Contract Type/Contract Amount, in the RFP.

**Q4: As described in the RFP, HANO "currently has 918 FEMA projects in various stages of approval" and would like assistance with "Consulting services.....of existing Project Worksheets from the 2005 hurricane season to present."**

**Is there an incumbent firm that is currently providing services in relation to this scope described in the RFP? If so, can HANO share what firm that is?**

A4: Yes. Currently, IAF Consulting, LLC is contracted to provide these services.

**Q5: Will HANO allow teams to respond together in response to RFP?**

A5: Yes.

**Q6: Please clarify if the statement in the Supplemental Conditions that states annual charges for consultant services shall not exceed \$20,000.00 per year is confirmed.**

A6: Refer to A3 of this Addendum.

**Q7: Is the not to exceed fee stated at \$20,000 in the RFP a hard cap?**

A7: Yes. Refer to the SUPPLEMENTAL CONDITIONS, Contract Type/Contract Amount, in the RFP.

**Q8: If so, how will HANO address any excess time and effort required by the contractor to meet the extensive requirements set forth in the RFP?**

A8: Refer to HUD-5370-C, "GENERAL CONDITIONS FOR NON-CONSTRUCTION CONTRACTS, Clause 2, Changes," contained in the RFP.

**Proposals must be received by the Housing Authority of New Orleans (HANO) in the Office of Procurement and Contracts by 2:00 p.m., local time on Friday, November 20, 2020. All terms and conditions shall remain as stated in the original Request for Proposals. All addenda must be acknowledged.**

**END OF ADDENDUM NUMBER ONE**