



## ADDENDUM NUMBER ONE

March 29, 2022

**RFP #22-916-22;  
RESIDENT-OWNED SECTION 3 ENTREPRENEUR TRAINING AND CERTIFICATION  
FOR PUBLIC HOUSING AND SECTION 8 RESIDENTS**

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

**ITEM #1 WRITTEN QUESTIONS RECEIVED.**

**Q1: Our research into your program effort reveals that HANO has promoted this effort since 2017. But, since its inception, how many participants have enrolled in the program?**

- a) How many resident-owned businesses have been established?**
- b) How many resident-owned businesses are still in operation?**
- c) Does HANO have a target as to how many businesses they ideally would like to see established?**
- d) Has HANO determined why some businesses did not succeed?**
- e) Has HANO determined how to "tweak" the program effort and approach to encourage greater resident participation and business success?**

A1: a) Not relevant to the RFP  
b) Not relevant to the RFP  
c) HANO wishes to see as many businesses established as program participants that we have.  
d) Not relevant to the RFP  
e) HANO relies on the selected vendor to provide marketing and post-programmatic support and has also established partnerships with entrepreneurship startup support stakeholders to encourage participation and business success.

**Q2: There was a continued program effort in 2020 with a one-year base period award and two option years. Please identify the firm that carried out this program, date, contract value.**

A2: Start Smart was the selected vendor. The term was for a year for no options to extend. The value of the contract was up to \$14,610.00.

**Q3: Does HANO have an FSS program presently action?**

A3: Not relevant to this RFP.

**Q4: If the HANO has an active FSS grant program, how many participants are there, how long has HANO had FSS grants activity?**

A4: Not relevant to this RFP.

**Q5: Does HANO have a ROSS program presently action?**

A5: Not relevant to the RFP.

**Q6: If the HANO has an active ROSS grant program, how many participants are there, how long has HANO had ROSS grants activity?**

A6: Not relevant to this RFP.

**Q7: Does HANO have a Section 3 program action plan?**

A7: Yes.

**Q8: If the HANO has an active Section 3 program, how many participants are there, how long has the program been active?**

A8: Not relevant to this RFP.

**Q9: What activities within the HANO Section 3 program have been identified and continue to function and provide support services to HANO residents?**

A9: Not relevant to this RFP.

**Q10: Are there other self-sufficiency programs that HANO is currently operating?**

A10: Not relevant to this RFP

**Q11: If there are other self-sufficiency programs that HANO is operating, please describe them and the funding source?**

A11: Not relevant to the RFP.

**Q12: Does HANO participate in the MTW (HUD Moving to Work) program?**

A12: Not relevant to this RFP.

**Q13: If yes, HANO participates in an MTW program; what family self-sufficiencies have been strengthened and improved, and how have they strengthened and improved?**

A13: Not relevant to this RFP.

**Q14: There is NO NOTED Budget within the referenced RFP announcement, correct?**

A14: Correct.

**Q15: Has HANO closed out their HOPE 1 and HOPE VI Homeownership programs?**

A15: Not relevant to this RFP.

**Q16: Has/Is HANO participating in a RAD conversion program?**

A16: Not relevant to this RFP.

**Q17: What Homeownership programs are NOW being implemented?**

A17: Not relevant to this RFP.

**Q18: Can Vendor submissions be via email?**

A18: Please follow the instructions for submission as listed in the RFP.

**Q19: What is the employable population of public housing residents that may participate in the program effort?**

A19: HANO public housing and HCVP residents are eligible for the program.

**Q20: What is the employable population of the section 8 residents that may participate in this program effort?**

A20: HCVP residents who are ages 18 and up.

**Q21: Does the HANO Section 3 program and policy only affect the building industry contractor?**

**a) How do the HANO Section 3 program and policies support or promote resident start-up businesses?**

A21: The operational funding for the entrepreneurship program comes from the Section 3 program.

**Q22: Where do you anticipate the training sessions to be held? HANO facilities (HANO offices, HANO development site)?**

A22: Training session locations are the responsibility of the selected vendor.

**Q23: How will the 20 trainee participants get to and from the training site?**

A23: Transportation to and from the training site is the responsibility of the vendor if they choose to include that in their cost proposal; if they choose not to include that in their cost proposal, the cost to get to and from the training site is the responsibility of the program participant.

**Q24: What are the PHAS and SEMAP scores?**

A24: Not relevant to this RFP.

**Q25: Is this solicitation in response to a HUD finding? If yes, please describe the HUD finding and resolution requirements?**

A25: No.

**Q26: In the 2020/21 program year, how many HANO residents attended the course presentation?**

- a) How many HANO residents completed the program presentation?
- b) How many resident-owned business start businesses were initiated?
- c) In a general description, what were the type of these startup businesses?
- d) How many of the initial businesses are still operating?
- e) Has HANO determined why some businesses have stopped their operation?

A26: a-e) Not relevant to this RFP as this program cycle will focus on engaging with new entrepreneurs.

**Q27: If the resident-owned businesses succeeded, are the owner/operator still HANO residents and or Section 8 residents?**

A27: Not relevant to this RFP.

**Q28: Has HANO determined why some residents did not follow through with the program effort?**

A28: Not relevant to this RFP.

**Q29: In our review of Part II-Scope of Services -- FINANCIAL EDUCATION TRAINING -- a specific training tool "MoneySmart ...developed by DFIC... is recommended and or required for use. Is this referenced curriculum a required tool that MUST be used or can the vendor introduce an alternative?**

- a) What has been the experience of HANO in previous training sessions on this topic with the use of this referenced tool?

A29: a) The MoneySmart tool is the required tool; if the vendor feels like a comparable tool can be used in addition to MoneySmart, then they certainly can utilize it. There is no data regarding the user experience of MoneySmart available at this time.

**Q30: In our review of Part II-Scope of Services -- FINANCIAL EDUCATION TRAINING -- there is specific mention of the use of an Excel template being used. Who developed this Excel template?**

**a) This Excel template is a required tool that MUST be used or can the vendor introduce an alternative?**

**b) What has been the experience of HANO in previous training sessions on this topic with the use of this referenced tool?**

**c) Is this Excel template copyrighted?**

A30: a. The vendor can utilize an Excel based template or comparable template that facilitates the preparation of a budget.  
b. There is no data regarding the user experience of Excel available at this time.  
c. The Excel template refers to a budget prepared in the Microsoft Excel application. There is no copyright for an Excel template that HANO is aware of.

**Proposals must be received by the Housing Authority of New Orleans (HANO) in the Department of Procurement and Contracts by 2:00 p.m. CST on Monday, April 4, 2022. All terms and conditions shall remain as stated in the original Request or Proposals. All addenda must be acknowledged.**

**END OF ADDENDUM NUMBER ONE**