

HARRIS COUNTY HOUSING AUTHORITY

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AMENDMENT OF SOLICITATION

AMENDMENT # 1

DATE: 11-09-2017

ISSUED BY: Paul J. Curry, Finance Director

AMENDMENT TO SOLICITATION NUMBER: **Request for Proposals (RFP) # 17-13R**

Professional Firms to Provide Tax Credit Accounting and Financial Audit Services

THE DATE AND TIME SPECIFIED FOR RECEIPT OF PROPOSALS IS **UNCHANGED.**

THE SOLICITATION MENTIONED ABOVE IS AMENDED AS SET FORTH ABOVE AND BELOW. PROPOSERS MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT PRIOR TO THE HOUR AND DATE SPECIFIED FOR RECEIPT OF PROPOSALS BY SIGNING THIS FORM BELOW.

ITEM 1: **Responses to written question submitted in reference to RPF 17-13R.**

Question 1 – We would like to request a waiver of the M/WBE Participation and related requirements, as no hiring or sub-contracting is expected in order for us to service the contract?

Response 1 – The Housing Authority cannot not waive M/WBE Participation and related requirements. If your firm believes this requirement/document is not applicable, please provide justification in your response to the RFP.

Question 2 – We would like to request a waiver of Section 3 of the Housing and Urban Development Act of 1968, as no hiring or sub-contracting is expected in order for us to service the contract?

Response 2 – The Housing Authority cannot waive Section 3 of the Housing and Urban Development Act of 1968. If your firm does not plan to have new hires, then please fill complete the form accordingly.

Question 3 – Please clarify if the Managing Member will require an audit as well?

Response 3 – Yes, the Managing Member will require an Audit.

Question 4 – Can you confirm if you have a specific contract format that is require to be submitted, or if you will accept our standard engagement letter.

Response 4 – Please provide a sample of your standard engagement letter for HCHA’s consideration.

ITEM 2: Amended language changes in reference to RFP 17-13R.

1. Attachment A, General Scope of Services, Item 1 is changed to read as follow:

Attachment A, General Scope of Services, Item 1.

*“During construction, assist **HCHA/RA** in reviewing its bookkeeping system in order for **HCHA/RA** to properly document costs”.*

2. 10. Availability of Records is changed to read as follow:

10. Availability of Records

“HCHA/RA and any duly authorized representative (which may include, but not be limited to, the U.S. Department of Housing Urban Development, Texas Department, Texas Department of Housing and Community Affairs, the Inspector General of the United States, lender, investor, City of Housing and/or Harris County), shall have access to, and the right to examine any and all audit documents related to the performance of the services to be provided”.

Proposer/Respondent: _____
Name

Signature

Date: _____