

Published December 18, 2015

Title: Construction and Compliance Monitoring Services

Date RFP Issued: December 8, 2015

Deadline to Submit Proposals: January 7, 2016

This addendum is issued to clarify, add, delete, correct and/or change the RFP documents to the extent indicated herein and is hereby made a part of the above-noted RFP documents on which the awards will be based. Any modifications/changes made by this addendum affect only the portions or paragraphs specifically identified herein; all remaining portions of the RFP are to remain in force. It is the responsibility of the proposers to conform to this addendum.

1. Section I(C), Page 4, Important Dates and Deadlines table is hereby amended to revise the deadline for submitting proposals and shall now read as follows:

RFP published and posted to LHC website	December 8, 2015	
Deadline for submitting written inquiries	December 16, 2015	5:00 p.m.
Deadline for LHC to respond to written inquiries from Proposers	December 18, 2015	5:00 p.m.
Deadline for submitting proposals	January 7, 2016	2:00 p.m.
Formal announcement of selected Proposer(s)	January 13, 2016	
Contract Execution	TBD	

2. Section III(C).4. Physical Inspection Frequency, Page 15, Home Developments is hereby amended to add clarification regarding the inspections of HOME funded units and shall now read as follows:

HOME developments (with or without LIHTC) – Physical inspections are conducted at construction completion; within 12 months of completion; and at least once every three (3) years thereafter. Projects found to have deficiencies must be re-inspected within 12 months of such findings.

- 1-4 HOME assisted units – 100% of units must be inspected
- 5+ HOME assisted units – 20% of the HOME-assisted units and the inspectable items for each building with HOME-assisted units, but not fewer than four (4) units in each project and one HOME-assisted unit in each building.

3. Section III(C).9. File Audit Frequency, Page 19, Home Developments is hereby amended to add clarification regarding the inspections of HOME funded units and shall now read as follows:

HOME developments (with or without LIHTC) – File audits are conducted at construction completion; within 12 months of completion; and at least once every three (3) years thereafter. Projects found to have deficiencies must be re-inspected within 12 months of such findings.

- 1-4 HOME assisted units – 100% of files must be audited
- 5+ HOME assisted units – 20% of the HOME-assisted units, but not fewer than four (4) files in each project and one HOME-assisted file in each building must be audited.

4. Section IV(C) Contents of Cost Proposal, Page 26, is hereby amended to add clarification regarding the cost proposal and shall now read as follows:

Cost Proposal

Labor Costs (20 points)

Please provide a total cost for the tasks as outlined in the Scope of Work. Also, provide an itemized breakdown of billing rates and hourly costs and a list of key personnel and their hourly rates.

Contract personnel will be paid the billable rate while performing approved in-state field travel on behalf of the Corporation under this contract.

The lowest cost proposal, based on the total cost proposal amount will automatically receive the maximum number of points for this category and every other proposal will be scored in relation to the lowest cost proposal as follows:

$$\text{Offeror Points} = \frac{(\text{Lowest Cost Proposal} \times \text{Maximum Points})}{\text{Offeror Cost proposal}}$$

A revised RFP has been posted to the LHC website at www.lhc.la.gov under 'Public Comments and Notices'.