

REQUEST FOR PROPOSALS for PROFESSIONAL SERVICES for Engineering/Architectural Services

Addendum No. 1

Published November 1, 2019

Date RFP Published: Friday, October 18, 2019

Deadline to Submit Proposals: Monday, November 25, 2019 4:00P.M. Central Time

To All Applicants:

This addendum is being issued to clarify, add, delete, correct and/or change the Request for Proposals for Professional Services for Engineering/Architectural Services (RFP) to the extent indicated herein and is hereby made a part of the RFP documents on which the contract 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, including those addressed through previously-issued addenda, are to remain in force. It is the responsibility of the applicant to conform to this addendum.



Louisiana Housing
Corporation

1. *The Cover Page of the RFP (page 1), is hereby revised to reflect a change in the submission deadline, and shall now read as follows:*

Issue Date: Friday, October 18, 2019

Last Day to Submit Proposals: Monday, November 25, 2019 by 4:00 p.m. CDT

2. *Section I, “General and Administrative Information”, Subsection B “RFP Coordinator” (page 2), is hereby revised to reflect a change in the coordinator and coordinator contact information for purposes of submitting written requests and questions, and shall now read as follows:*

Written requests and questions must be directed to the RFP Coordinator using the information listed below:

Louisiana Housing Corporation
ATTN: Juon Wilson
 2415 Quail Drive
 Baton Rouge, Louisiana 70808
 Email: OfficeDesign@lhc.la.gov
 Re: RFP for Engineering/Architectural Services

This RFP is available in electronic form at www.lhc.la.gov. The RFP is also available in printed form by submitting a written request to the RFP Coordinator.

3. *Section I, “General and Administrative Information”, Subsection D “Important Dates and Deadlines” (page 3) is hereby revised to change the deadlines regarding the submission of written inquiries, LHC’s response to the submitted inquiries, submission of proposals, and the formal announcement of the selected proposer, and shall now read as follows:*

RFP published and posted to LHC website	Friday, October 18, 2019
Mandatory Site Meeting for proposers	Friday, October 25, 2019 at 9:00 a.m. CDT
Deadline for submitting written inquiries	Friday, November 8, 2019 by 4:00 p.m. CDT
Deadline for LHC to respond to written inquiries from proposers	Thursday, November 14, 2019
Deadline for submitting proposals	Monday, November 25, 2019 by 4:00 p.m. CDT
Formal announcement of selected proposer	No earlier than Wednesday, December 4, 2019
Contract Negotiation and Execution	TBD

NOTE: The LHC reserves the right to revise this schedule. Any such revision will be formalized by the issuance of an addendum to the RFP.

4. *Section II, "Submission Requirements", Subsection A "Submission Deadline and Method of Delivery" (page 5) is hereby revised to change the deadline for the submission of proposals and the RFP Coordinator who the proposal should be addressed to, and shall now read as follows:*

Proposals must be delivered in hard copy (printed) to the RFP Coordinator designated in Section I(B), above, **by no later than 4:00 p.m. CDT on Monday, November 25, 2019.** Proposers mailing their proposals should allow sufficient mail delivery time to ensure receipt of their proposals by the date and time specified above. **Fax or e-mail submissions are not acceptable and will be disqualified from consideration.**

Proposals may be mailed through the U. S. Postal Service or delivered by hand or courier to:

Louisiana Housing Corporation
2415 Quail Drive
Baton Rouge, LA 70808
(225) 763-8700
Attn: Juon Wilson, RFP Coordinator
Re: RFP for Engineering/Architectural Services

The outside of the envelope, box or package must be CLEARLY MARKED with the following information and format:

Proposal Name: < _____ >
Proposal Submission Deadline: Monday, November 25, 2019

Proposer is solely responsible for ensuring that its courier makes inside deliveries at the physical location. Proposer is solely responsible for the timely delivery of its proposal. Failure to meet the proposal submission deadline shall result in rejection of the proposal and disqualification from consideration.