



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

2640 Fountain View Drive, Houston, Texas 77057 | 713.260.0600 | David A. Northern, Sr., **President & CEO**
Houston Housing Authority Board of Commissioners: LaRence Snowden, *Chair* | Kristy M. Kirkendoll, *Vice Chair*
Dr. Max Miller, Jr. | Stephanie Ballard | Andrea Hillard Cooksey | Kris Thomas | Guillermo "Will" Hernandez

The Houston Housing Authority ("HHA"), has issued this Amendment No. 1 to RFP 22-21 Human Resources ("HR") Consultant for the purposes of:

1. Incorporating the attached Draft Contract into the solicitation as Exhibit C for informational purposes is not required to be submitted with the sealed proposals.
2. Answering the following question that was submitted to "HHA" by the published due date:

Question 1: Page 6 of the RFP begins with describing the Tabs for the RFP response; the tabs listed state Tabs 1,2,3,4,5,8,9,10,11,12,13, the RFP skips number Tabs 6 and 7. Should we assume that the Tabs in our Response should be 1,2,3,4,5,6,7,8,9,10,11? Or does HHA want to skip tabs 6 and 7?

Answer 1: Label the tabs as directed in the solicitation.

Question 2: What is the current budget allocated for this contract?

Answer 2: This information is not released during an open solicitation.

Question 3: How many employees are employed by HHA?

Answer 3: HHA has approximately 190-200 employees.

Question 4: How many unique positions/job titles exist in HHA?

Answer 4: HHA has approximately 80 unique job descriptions.

Question 5: Is HHA open to accepting WBE certification from any agency in the country?

Answer 5: Certified company must meet the State and Federal guidelines for a WBE.

Question 6: If a vendor cannot fulfill the Section 3 requirements, is that automatic grounds for disqualification, or will they not get the 5 points from the evaluation criteria?

Answer 6: An option must be selected for Section 3.

Question 7: How much has HHA spent on HR Consulting services in 2018, 2019, 2020, and 2021?

Answer 7: See answer number 2.

Question 8: Whom is the incumbent providing HR Consulting to HHA?

Answer 8: See answer number 2.

Question 9: When was the last agreement signed between the incumbent and HHA for these services?

Answer 9: See answer number 2.

Question 10: Can we get a copy of the current contract for HR Consulting services between the incumbent and HHA?

Answer 10: See answer number 2.

All other terms and conditions in the solicitation shall remain the same.

3-23-2022

Date

Austin Crotts

**Austin Y. Crotts, MA
Interim Procurement Manager,
Houston Housing Authority**



A Fair Housing and Equal Employment Opportunity Agency. For assistance: Individuals with disabilities may contact the 504/ADA Administrator at 713-260-0353, TTY 713-260-0547 or 504ADA@housingforhouston.com