



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. 3 to RFB 23-15 Temporary Staffing Service for the purpose of:

1. Answering the following Questions submitted to HHA in writing by the specified due date.

Question 1: Would the HHA please provide the size and anticipated value of the contract?

Answer 1: HHA does not provide this information during open solicitations.

Question 2: Does the HHA want the contract included in the RFP documents to be signed and returned with the RFP submission?

Answer 2: No, that is a draft contract subject to be modified and/or changed with it is fully executed.

Question 3: Will the HHA accept exceptions to the contract included in the RFP documents should the contract be required to be included with the RFP? If so, does the HHA prefer this to be formatted as a list or a redlined copy?

Answer 3: You are welcome to provide redlines to the contract, that does not guarantee acceptance.

Question 4: Can the Houston Housing Authority please provide the list of incumbent suppliers?

Answer 4: The current vendors are ExecuTeam, Cogent, and RADgov, Inc.

Question 5: Does the HHA accept MBE certifications from the NMSDC to adhere to its MBE/WBE goal of 30%?

Answer 5: Yes, you can provide the certificates, if your sub-contractors that have them. Note that the M/WBE goals in Attachment C are Sub-Contracting goals.

Question 6: For Question 7.3.3.3 (Provide documentation detailing training and benefit programs offered to temporary employees), is the HHA wanting an attachment to be provided to support the training information we are supplying to answer said question?

Answer 6: Yes.

Question 7: For Section 9 (Offer Submission) within Attachment F, the instruction that is given is “Describe bid or proposal preparation instructions here”. Is HHA wanting us to rewrite the instructions as provided in Section 9 in this space?

Answer 7: No, please follow the submission instructions located on the first page of the solicitation and include all the documents requested in Section 7.

Question 8: Does HHA require Attachment G and H to also be submitted as part of the RFP? It is not listed within the submittal format section; however, it appears as though there are questions that we need to address within Attachment G and Attachment H.

Answer 8: Attachment G Representations, Certifications, and Other Statements of Bidders Public and Indian Housing Programs should be completed and submitted with your response, Attachment H does not need to be submitted.

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

4-3-2023

Date

Austin Crotts

**Austin Y. Crotts, MA
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