



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

2640 Fountain View Drive, Houston, Texas 77057 | 713.260.0600 | David A. Northern, Sr., **President & CEO**

The Houston Housing Authority (“HHA”), has issued this Amendment No. 1 to RFP 24-22 Real Estate Deals Independent Auditor for the purpose of Answering the following Questions submitted to HHA in writing by the specified due date:

Question 1: What is the scope of the contract review?

Answer 1: The scope of the contract review would be to review the supporting documents to determine what fees or other form of compensation the Authority would be entitled to on a deal by deal basis as outlined in Exhibit A

Question 2: Is it expected to be conducted on a sample basis or detailed review of the entire population?

Answer 2: Review of the entire population.

Question 3: What is the planned timing of the project?

Answer 3: To begin in 2024.

Question 4: Will the project begin in 2024?

Answer 4: Yes.

Question 5: Are there specific milestones or target deadlines for the different phases of the project?

Answer 5: To be determined in contract negotiations.

Question 6: What is the expected frequency for the consultant(s) to be onsite?

Answer 6: To be determined.

Question 7: How will necessary access to books and records be provided to the consultant(s)?

Answer 7: It is anticipated that remote access will be available.

Question 8: Will the consultant have access to HHA-provided equipment?

Answer 8: HHA provided equipment is not necessary.

Question 9: How is the training of staff expected to be conducted? For example, in-person group training sessions, formal courses, job shadowing, etc.

Answer 9: In person and or remote as needed.

Question 10: We are exempt from SAM.gov registration, will HHA waive this requirement?

Answer 10: HHA prefers that company register with SAM.gov, but we will consider waiving this requirement.

Question 11: Are you able to provide the current budgeted amount for the services?

Answer 11: HHA does not provide that information during an open solicitation.

Question 12: How many partnerships are currently related to the authority that would need related party analysis provided?

Answer 12: As of now there are 107 closed deals – during the term of the engagement if new deals are closed the contract may need to be amended.

Question 13: When was the last software conversion completed by the Authority?

Answer 13: The existing software has been in place for over 10 years – however the Authority is in the process of a software conversion at the present time.

Question 14: Can service providers bid on portions of the contract?

Answer 14: We are looking to contract with one firm – if the contracted firm wishes to use service providers, then that would be up to them.

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

5-16-2024

Date

Austin Crotts

Austin Crotts
Procurement Manager
Houston Housing Authority (HHA)



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