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July 15, 2019

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ADDENDUM NO 2. TO RRHA RFQ 2019-15

Commodity: RRHA Developer(s) City Wide

RFQ Issued: June 28, 2019

Proposal Due Date: July 30, 2019 @ 2:00 p.m. Local Richmond Time

The above solicitation is hereby modified as follows:

Item #1:

Section 4.2 of the RFQ requires a Technical Response. There is no requirement for a technical response and this section has been eliminated from the RFQ.

Item #2:

Section 4.2.3 Team Organization and Experience – this is a requirement for the offeror to provide pertinent information of the developer’s experience.

Item #3:

Minority and Section 3 commitments were included only as a precursor to the eventual issuance of a RFP for subsequent work.

Item #4

Section 4.2 Page 13 and 14 Tab order has been changed to the following table:


The following table provides guidance on what the application must contain and how it must be organized. The purpose of this information is to establish the requirements, order, and format for responses to ensure that the applications are complete and include essential information that can be fairly evaluated. Applicants must assemble their response in the order described below, bind copies in either three (3) ring binders or with comb bindings, and use tabs to identify each section. Applicants are requested to avoid duplicative materials and redundancies in the proposal. Applicants must compile their responses using the following outline:

Tab	
1	RFQ Cover Sheet and all addenda acknowledgements, if any, signed and completed as required
2	Letter of Interest
3	Team Organization and Experience
4	Property Management Experience
5	Commitment to Community and Resident Involvement
6	Equal Opportunity (DISADVANTAGED BUSINESS ENTERPRISE
7	Equal Opportunity Section 3
8	Financial Capacity Offeror
9	References
10	Certifications and Assurances
11	Business Terms
12	Other Attachments

The closing date and time has not changed and remains: July 30, 2019 @ 2:00 P.M.

Note: A signed acknowledgement of this Addendum must be received at the submission location indicated on the RFP either prior to the proposal due date and hour or attached to your proposal.

Very truly yours,



Kerry L. James, MBA, VCO
Director of Procurement and Contract Administration
Phone: 804-780-4444

Name of Firm

Signature / Title

Date