
PROJECT NAME: OWNER'S REPRESENTATIVE SERVICES FOR
DEVELOPMENT & CAPITAL IMPROVEMENTS
SPECIFICATION No.: 2023-100-008
ADDENDUM No.: 1
DATE ISSUED: FRIDAY, MARCH 3, 2023

For which proposals are scheduled to be accepted in the office of the Gary Housing Authority, 578 Broadway, 2nd Floor, Gary, Indiana 46402, by 10:00 a.m. (CST) on Friday, Mar 10, 2023, for Specification No. 2023-100-008, OWNER'S REPRESENTATIVE SERVICES FOR DEVELOPMENT & CAPITAL IMPROVEMENTS.

The following clarification(s), change(s), addition(s) and/or revision(s) will be incorporated into the Contract Documents. All other provisions and requirements, as originally set forth, in the procurement documents remain in force and are binding. Any additional work required by this Addendum will conform to the applicable provisions of the original documents.

**RESPONDENT MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE APPROPRIATE
SUBMISSION EXECUTION PAGE**

NOTICE OF CLARIFICATIONS, CHANGES, ADDITIONS, OR REVISIONS

Item 1

The February 22, 2023, Pre-Submission conference attendance sheet is attached.

QUESTIONS FROM BIDDERS, WITH RESPONSES FROM GARY HOUSING AUTHORITY AND ITS CONSULTANTS:

Question 1: Can the Gary Housing Authority provide tier overall value for the Capital Improvements intended for anticipated Task Order contracts?

Answer 1: The GHA has several open capital fund grants and task orders related to this solicitation will be based off of the findings from the Physical Needs Assessment. Additionally, the Authority has other non-federally funded projects that will require these services.

Question 2: Please provide the list of proposers/respondents that have downloaded this proposal.

Answer 2: Please see attached.

Question 3: The RFP only includes GHA's Building Profile, is this the most current portfolio of the Housing Authorities buildings? Are there additional buildings that are not listed.

Answer 3: The GHA and/or its Instrumentalities do own other properties, both federal and non federal

Question 4: Please clarify that the GHA requests the selected Owner's Representative to only Assist with structuring Low-Income Housing Tax Credits (LIHTC) projects. The OR will not be developing the content of the LIHTC.

Answer 4: The GHA is seeking Owner's Representative Services for all of its anticipated initiatives.

Question 5: Please indicate the duration of the anticipated Task Orders for this Solicitation.

Answer 5: Please refer to scope of services for contract term. Individual Task Orders will have individual duration periods and will be determined at issuance.

Question 6: Is the Owner's Rep Consultant required to submit a Bond, and is the submission of Financial Statements and tax returns required?

Answer 6: No, a Bond is not required. Proposers are expected to possess and demonstrate financial compacity in order to complete the services requested but financial statements and tax returns are not required.

Question 7: Is a Joint Venture considered a Partnership for formatting purposes?

Answer 7: Yes.

Question 8: Is the Professional Service Agreement A Placeholder for further negotiations?

Answer 8: Yes. Awarded proposers will complete the professional service agreement after award.

Question 9: Does the Housing Authority maintain a list of Section 3 firms/Section 3 individual that have been prequalified?

Answer 9: No, but the authority can assist awarded firms with a list of qualified Section 3 firms/Section 3 individuals.

Question 10: Will the housing authority provide office space within the agency for the Owners Rep to work from?

Answer 10: The Housing Authority will provide office space for awarded firms when they are at the Agency. Awarded firms are also expected to do work in the field.

Question 11: Can you confirm the 10 PM deadline for the proposal?

Answer 11: The deadline is actually 10AM, this was a error that has since been corrected in the solicitation and placed on the website.

Question 12: For Financial Capacity information requested in the Statement of Interest. Can financial information remain confidential?

Answer 12: Any Financial Capacity information submitted shall remain confidential and will be destroyed after evaluation.

END OF ADDENDUM #1

Clarification: Nothing verbally discussed at the Pre-Submission meeting alters the Request for Proposals, unless it appears in writing via an Addendum signed by Gary Housing Authority's Procurement & Contract Coordinator.

Authorized Signature *Khalim Muhammad* Date 3/3/2023
Procurement & Contract Coordinator



Gary Housing Authority

Sign-In Sheet

Pre-Submission Meeting (Via Zoom)

2023-100-008

Owners Representative Services for Development & Capital Improvements

Date: Feb 22, 2023

Time: 10:00 am

NAME	COMPANY NAME & ADDRESS	PHONE & EMAIL
1. Tim Ervin	Power & Sons Construction Company 2636 W. 15 th Avenue Gary, Indiana 46404	219-949-3100 tervin@powersandsons.com
2. Tyler Ochi	Rodriguez and Associates, Inc. 65 E. Wacker Place, Suite 1501 Chicago, Illinois 60601	312-726-7505 tochi@raigroup.net
3. Robert Ochi	Rodriguez and Associates, Inc. 65 E. Wacker Place, Suite 1501 Chicago, Illinois 60601	312-731-7072 robert@raigroup.net
4. Charlton Ray Baker	C. Ray Baker & Associates 28 West Adams Suite 900 Detroit, Michigan 48226	313-963-1558 rbaker@craybakerassoc.com
5. Tim Jensen	Veridus Group, Inc. 6280 N. Shadeland Ave Ste A Indianapolis, IN 46220	tjensen@theveridusgroup.com
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