



# CITY OF SAN ANTONIO

P.O. Box 839966  
San Antonio, Texas 78283-3966

## ADDENDUM I

SUBJECT: Community Housing Development Organizations (CHDOs), (RFQ 13-008), Scheduled to Open: November 9, 2012; Date of Issue: October 22, 2012.

DATE: November 7, 2012

### **THIS NOTICE SHALL SERVE AS ADDENDUM NO. I - TO THE ABOVE REFERENCED REQUEST FOR QUALIFICATIONS**

### **QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION IV., PRE-SUBMITTAL CONFERENCE and SECTION VIII., RESTRICTIONS ON COMMUNICATION:**

On October 29, 2012, the City of San Antonio hosted a Pre-Submittal Conference to provide information and clarification for the Community Housing Development Organizations Request for Qualifications. Below is a list of questions that were asked at the pre-submittal conference. The City's official response to questions asked is as follows:

- Question 1: On page 13 regarding addresses, are business representatives required to submit residential addresses?  
Response: The City will not accept business addresses to qualify low-income board members as a resident of low-income neighborhoods in the community. Residential addresses must be submitted with submission.
- Question 2: Does the City have a goal of how many CHDOs it is expecting to certify?  
Response: The City does not have a specific goal as to how many CHDOs are to be certified through this solicitation.
- Question 3: Regarding Attachment 2, is both required or does the Respondent have to submit either Summary of Qualifications or Staff Accomplishment information? Is it incorrect to submit both if a Respondent wishes?  
Response: Respondent can submit either information on the Summary of Qualifications or Staff Accomplishments. It is not incorrect to submit both.
- Question 4: Regarding the board roster for public sector, does this include an individual who is a board representative for a school district?  
Response: Yes, a school board representative will be considered a representative of the public sector.
- Question 5: Regarding the Litigation Disclosure Form in the RFQ, are the questions being asked only for the firm as a business regarding legal actions, engagements, claims and/or litigations? Do these questions pertain to team members' personal related actions?  
Response: The questions not only pertain to the firm as a business but also include high level officers and directors, and all members of the firm or team that work on the project. In addition, this form is to include the team members' personal related actions

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