

AMENDMENT OF SOLICITATION

DATE: January 25, 2019
AMENDMENT NO: 0001
ISSUED BY: Memphis Housing Authority Contracting/Purchasing Department
SOLICITATION NO: **HC 19-R-00507; Management and Operations of MHA HCVP**
DATE ISSUED: January 11, 2019

The above-numbered solicitation is amended as set forth below. Offerors must acknowledge receipt of this amendment by submitting a signed copy with their proposal or fax or email it to the Contracting Office. Fax No. (901) 544-1299, email. dwalker@memphisha.org.

Pursuant to the RFQ information issued January 11, 2019 the listed information is updated:

Questions were submitted for additional details and clarification. The Responses provided is amended to the listed solicitation.

David Walker,
Contracting Officer

Prospective Offer (Signature)

Print Name

Business Name



Questions and Responses

HC 19-R-00507; Management and Operation of the Memphis Housing Authority's Housing Choice Voucher Programs (HCVP)

1. Will the vendor prepare and issue HAP/URP from vendor's account, or will MHA issue the payments?

The vendor will be responsible for the submission into HUD's VMS system that creates cash management follow through and then will be responsible for the issuance of the payments to the landlords.

2. Will the vendor update MHA's general ledger, or will the vendor provide the information for MHA to update?

The vendor will maintain accuracy of the general ledger by reconciling activity and adjusting as needed. Any updates to the general ledger will be performed by MHA Accounting Department.

3. Is MHA currently utilizing biennial inspections? If so, under what situations?

No, inspections are performed annually.

4. What percentage of inspections are passed via self-certification?

Presently 2.1% of inspections have passed via self-certification.

5. What is MHA's current inspection fail rate?

39% (7/1/17-6/30/18)

6. Is MHA currently fully utilizing the Visual Homes inspections module, including scheduling and noticing inspections, and entering inspection results?

Yes